

City of Falls Church

Shared Parking Analysis and Recommendations

January 2016



CITY OF FALLS CHURCH

Shared Parking Analysis and Recommendations

1	Executive Summary.....	3
2	Introduction	4
3	Existing Conditions.....	8
3.1	City Hall Campus and Library Expansion.....	8
3.2	Additional Street Parking	9
3.3	Shared Parking Policies in the City of Falls Church	9
4	Parking Utilization Survey	15
4.1	Introduction	15
4.2	Survey Process and Parking Inventory	15
4.3	Survey Area Activities	17
4.4	Survey Results	18
5	Shared Parking Best Practice Review.....	26
5.1	TDM Shared Parking Literature Review	26
5.2	Shared Parking Agreements.....	29
5.3	Shared Parking in Municipal Codes.....	31
5.4	Marketing, Outreach and Wayfinding	32
6	Recommendations	36
6.1	Parking Demand.....	36
6.2	Recommended Shared Parking Strategies.....	37
6.3	Potential Shared Parking Locations	41
	APPENDICES	42
	A. Complete Parking Survey Results	42
	B. Shared Parking Agreement Examples – Northern Virginia	44
	C. Shared Parking Agreement Templates	58
	D. Shared Parking in Municipal Code – Examples.....	67

1 Executive Summary

The City of Falls Church has been working to incorporate elements from its 2013 comprehensive transportation demand management (TDM) report, *The City of Falls Church: Transit-Oriented Development Beyond the Quarter-Mile*, into relevant local projects and studies. This effort continues as the City examines shared parking opportunities and potential agreement frameworks to help address location and event-specific parking issues. Shared parking policies allow more than one user to utilize a space over a defined period of time. Specifically, this report examined parking policies to support the proposed expansion of the Mary Riley Styles Public Library, located across the street from the City Hall Campus, as well as existing parking demand related to City Hall services, the Falls Church District Court (located inside City Hall), the Falls Church Farmers Market (located in the City Hall Campus parking lot on Saturdays), and other special weekend and holiday events located in the downtown area.

The City is considering building a new 109-space public parking deck near the library that would cost \$3.4 million to construct. To explore the potential for shared parking as an alternative to this large capital investment, City staff initiated a literature review of best practices in shared parking and field counts of parking use in nearby private parking lots, and reviewed existing information and plans related to parking in the City Hall Campus area. This analysis produced the following results:

- It is estimated that an additional ten permanent off-street parking spaces are needed to meet parking demand at expanded Library.
- During construction of the new City Hall parking garage from 2017-2018, the number of spaces available at City Hall itself will be temporarily reduced, necessitating a need for additional 20 parking spaces during the construction.
- Even at peak use, private spaces in nearby parking lots are no more than 65 percent utilized, and there are 184 spaces currently available.
- Based on a review of other communities, it is expected that the necessary parking spaces could be leased for an annual cost of \$365/space, not including signage and staff time. The cost to meet the need for an additional 30 parking spaces is estimated at approximately \$11,000 (total) to lease during the first year, plus staff time.

Based on these findings, this report recommends that the City pursue shared parking in the City Hall Campus area as a cost-effective, immediate, viable alternative to the construction of a new parking garage. It also recommends that the library develop a building-level Transportation Demand Management Plan to inform patrons of the available shared parking and encourage non-drive alone access as a part of the expansion process. The full report includes detailed recommendations on specific private lots where shared parking has the greatest potential and the concrete next steps necessary to establish the necessary shared parking arrangements.

2 Introduction

Transportation Demand Management in the City of Falls Church

The City of Falls Church has been working to incorporate elements from its 2013 comprehensive transportation demand management (TDM) report, *The City of Falls Church: Transit-Oriented Development Beyond the Quarter-Mile*, into relevant local projects and studies. The City has used the report as a guide when incorporating TDM elements into new development projects on a case-by-case basis, developing a City Hall Campus-focused TDM plan, and completing an office parking study. This effort continues as the City examines shared parking opportunities and potential agreement frameworks to help address location and event-specific parking issues.

The City's 2013 TDM report contains a toolbox of parking management strategies, including shared parking and lease agreements. Shared parking policies allow more than one user to utilize a space over a defined period of time. For example, a church parking lot, generally empty during the week, could be used by nearby businesses or residents for parking on weekdays. The Victoria Transport Policy Institute notes that shared parking "takes advantage of the fact that most parking spaces are only used part time by a particular motorist or group, and many parking facilities have a significant portion of unused spaces, with utilization patterns that follow predictably daily, weekly and annual cycles."¹

Shared parking can be an important tool in "right-sizing" parking supply to parking demand, and protecting nearby residential parking from overflow (perhaps caused by new development, or a change in uses) by creating additional parking options without building costly new parking structures. The 2013 TDM study notes that "Given the differing rates of utilization of parking across the City, with some lots consistently full while others relatively unused, initiating a recognizable shared parking program may also be an early first-step towards addressing the availability of parking in the City."²

Although the City's 2013 TDM report recommends shared parking and lease agreements as congestion management strategies, various other City documents have also cited shared parking as a policy action, strategy, or goal – including "Mobility for All Modes"³ (the transportation chapter of the City's comprehensive plan), the City of Falls Church Design Guidelines,⁴ and the City's current zoning code, which allows shared use parking in Mixed-Use Developments and Mixed-Use Redevelopments.⁵

¹ "Shared Parking, Sharing Parking Facilities Among Multiple Users." Victoria Transport Policy Institute. Accessed at <http://www.vtpi.org/tdm/tdm89.htm>

² "Transit-Oriented Design within and Beyond the Quarter Mile," City of Falls Church, VA. June 30, 2013. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/3570>

³ Mobility for All Modes: Transportation Chapter of the City of Falls Church Comprehensive Plan. May 2014. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/2145>

⁴ City of Falls Church Design Guidelines. December 2001. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/1535>

⁵ Division 5. –Mixed-Use Redevelopment (MUR) Regulations. Code of the City of Falls Church, VA.

Shared Parking Analysis: City Hall and Library Parking

The City of Falls Church is seeking parking policies to support the proposed expansion of the Mary Riley Styles Public Library, located across the street from the City Hall Campus, as well as existing parking demand related to City Hall services, the Falls Church District Court (located inside City Hall), the Falls Church Farmers Market (located in the City Hall Campus parking lot on Saturdays), and other special weekend and holiday events located in the downtown area. The City has estimated that building a new 109-space public parking deck on the property adjacent to the library would cost an estimated \$3.4 million.⁶

This analysis builds on the February 2015 review of City Hall Campus parking lot use by analyzing occupancy trends of private parking lots near City Hall and the library and reviewing options for shared parking arrangements with private parking lot owners. Many of these private lots have excess capacity during times of peak downtown parking use, but current regulations do not explicitly allow them to share or lease their excess parking capacity to other users (**Figure 1**). Using this analysis, in addition to a best practices review of shared parking agreements, zoning ordinances and marketing in other municipalities, the City of Falls Church has developed recommended shared parking practices for consideration when looking for cost-effective methods to provide parking options using existing resources.

Figure 1 Office Parking Sign - 313 Park Ave (February 2015)



Summary of Parking Needs and Recommendations

The November 2015 parking utilization survey found that on-street parking occupancy peaks on Saturday at 9:00am and Tuesday at 11:00am. In November 2015 – after the parking survey was completed - the City eliminated existing parking restrictions and provided 13 additional street parking

⁶ Mary Riley Styles Library Board Presentation for Library Expansion and Renovation, 2/5/15. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/3292>

spaces on Park Ave and Little Falls Street. If 13 additional spaces had been available during the parking utilization survey, the peak on-street parking occupancy on Saturday would have been 82 percent, and on Tuesday it would have been 80 percent. To avoid drivers “cruising” around while looking for an empty space, an industry standard aims for 85 percent occupancy rate of on-street parking spaces. If the number goes above 85 percent, the municipality should consider raising the price of on-street parking.⁷ As of today, however, the City of Falls Church has a healthy occupancy rate for on-street parking.

In February 2015, a parking survey of the City Hall Campus parking lot indicated that the publicly-accessible lot also reached peak use on Tuesday at 11:00am, with 100 percent occupancy. The new City Hall Campus parking garage – slated to begin construction in 2017 and open in 2019 - will create a net gain of 44 parking spaces, reducing Tuesday peak occupancy in the City Hall Campus parking lot to 83 percent. The City has also developed a toolbox of Transportation Demand Management options targeted specifically at the transportation needs of the City Hall Campus visitors and employees.⁸ During construction, however, the number of spaces in the existing City Hall campus parking lot will be temporarily reduced.

The Mary Riley Styles Public library currently has seven dedicated off-street parking spaces. While the City is still determining the specifics of the proposed library expansion, one proposed option removes the seven off-street parking spaces.⁹

The City will need to continue monitoring use of on-street parking, develop a Construction Transportation Plan for the City Hall Campus garage construction to promote awareness of TDM options and temporary reduced parking availability (as recommended in a July 2015 report on City Hall Parking and TDM Strategies), and identify parking options for library expansion, especially if the current seven off-street spaces are removed.

The number of spaces needed to address the temporary reduction in City Hall Campus Parking lot during construction will be variable, but the City should have a plan in place before construction begins. This report will assume a temporary need of 20 additional spaces during the 2017-2019 construction timeline.

If the library expansion removes its seven current off-street parking spaces, those will need to be replaced. However, if the library expands both its weekday and weekend daytime programming in coordination with the planned physical space expansion, the City should consider developing a building-level Transportation Demand Management (TDM) program for the library, in addition to providing more nearby parking options. The 2013 Library master plan noted that library patrons like to “park once and

⁷ Traffic Technology International, February/March 2012. Accessed at <http://shoup.bol.ucla.edu/TrafficTechnologyInterview.pdf>

⁸ City of Falls Church City Hall and Public Safety Center – Recommended Parking and Transportation Demand Management Strategies. July 7, 2015.

⁹ Library Board of Trustees, Mary Riley Styles Public Library Proposed Library Renovation and Addition Presentation, February 2014.

walk to a number of local spots as part of a Library trip.”¹⁰ While square footage is an inexact (and often inaccurate) method for determining building-level parking needs, the library is considering a 36 percent expansion in space – increasing the current number of off-street parking spaces by the same percentage would require ten spaces.

This permanent demand for ten off-street library parking spaces, in addition to a temporary demand for 20 spaces due to construction in the City Hall Campus parking lot, can be met through the introduction of shared parking policies, including leasing of spaces from nearby businesses with excess parking capacity. These 30 spaces, which are detailed in **Section 6: Recommendations**, are estimated to cost approximately \$11,000 (total) to lease during the first year, plus staff time. It should be noted that the number of spaces needed during the City Hall Campus parking garage construction may vary, and that the parking needs of the Library will depend on programming hours and whether the building develops and implements a TDM plan. However, leasing spaces from nearby private parking lot owners with excess capacity is a cost-effective alternative to building a \$3.4 million parking garage.

¹⁰ Mary Riley Styles Public Library Draft Master Plan Development and Space Study Review, 9/30/2015.

3 Existing Conditions

3.1 CITY HALL CAMPUS AND LIBRARY EXPANSION

City Hall Campus

In previous studies, the City of Falls Church has identified short-term parking capacity issues in and around its City Hall Campus at 300 Park Ave, primarily on Tuesdays and Wednesdays when the Falls Church District Court (which is located in City Hall) is in session.¹¹ The City Hall Campus parking lot is used by visitors to many city programs, including the library, the community center, and the Falls Church District Court; on Saturdays, the city's Recreation and Parks Department hosts a popular farmer's market in the parking lot. The City Hall area is surrounded by office uses to the south and east, all of which include dedicated off street parking spaces. However, many of these locations have signs prohibiting public parking.

A planned City Hall Campus parking garage – slated to begin construction in 2017 and open in 2019 - will create a net gain of 44 parking spaces.¹² During construction, however, the number of spaces in the existing City Hall campus parking lot will be temporarily reduced.

Library Expansion

The Mary Riley Styles Public Library, located across the street from City Hall, is a popular community gathering spot with adjacent street parking, but only has seven dedicated off-street parking spaces. Ninety-one percent of City residents have an active library card, and the library had over 316,000 visits in FY2014. The city has proposed renovating the public library, adding 6,600 square feet of space to the current 18,000 square feet, an increase of 36 percent. The proposed new addition will provide expanded children's and young adult spaces, increased study spaces, more space for collections, and an enlarged meeting space for programs and community meetings.¹³ While the City is still determining the specifics of the proposed library expansion, one proposed option removes the seven off-street parking spaces.¹⁴

In November 2015, the City conducted a visitor survey of over 400 visitors to the public library. This survey found that 70 percent of respondents drove to the library, either alone or with children, and that 58 percent parked on the street, on either Virginia Ave or Park Ave. However, if more public parking was

¹¹ City of Falls Church City Hall and Public Safety Center, Recommended Parking and Transportation Demand Management Strategies. July 7th, 2015.

¹² Personal communication with City of Falls Church staff, December 2015.

¹³ Mary Riley Styles Library Board Presentation for Library Expansion and Renovation, 2/5/15. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/3292>

¹⁴ Library Board of Trustees, Mary Riley Styles Public Library Proposed Library Renovation and Addition Presentation, February 2014.

available, 35 percent of respondents indicated they would be willing to walk an additional block, 31 percent indicated they would be willing to walk an additional two blocks, and ten percent would be willing to walk an additional three blocks.¹⁵ The 2013 Library master plan noted that, among library patrons, “It was also clear that many users liked to park once and walk to a number of local spots as part of a Library trip.”¹⁶ The City has estimated that building a new 109-space public parking deck on the property adjacent to the library would cost an estimated \$3.4 million.¹⁷

3.2 ADDITIONAL STREET PARKING

In November 2015, after both parking studies mentioned in this report had been completed, the City of Falls Church Department of Public Works created an additional 13 on-street parking spaces by removing parking prohibitions along the following curb areas:

1. Park Ave between Little Falls and N. Maple (eastbound)
 - 2 spaces in front of 211 Park Ave
 - 3 spaces in front of 207 Park Ave
 - 2 spaces in front of 205 Park Ave
2. Little Falls between Great Falls and Park Ave (southbound)
 - 6 spaces in front of City Hall (between Community Center entrance and City Hall entrance)

3.3 SHARED PARKING POLICIES IN THE CITY OF FALLS CHURCH

3.3.1 City of Falls Church Existing Shared Parking Policies

City of Falls Church Comprehensive Plan and Design Guidelines

The “Mobility for All Modes” transportation chapter of the City’s Comprehensive Plan includes a series of planned policy actions for automobile transportation in the City, including updating automobile parking requirements, adopting a Transportation Demand Management Plan, and adopting shared parking measures that would encourage adjacent property and business owners to share their available parking.¹⁸

The City’s Design Guidelines also reference shared parking as part of its guidelines for site elements, noting that an access street off a major corridor can provide entry to shared parking for several

¹⁵ Mary Riley Styles Public Library Visitor Survey. November 2015.

¹⁶ Mary Riley Styles Public Library Draft Master Plan Development and Space Study Review, 9/30/2015.

¹⁷ Mary Riley Styles Library Board Presentation for Library Expansion and Renovation, 2/5/15. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/3292>

¹⁸ Mobility for All Modes: Transportation Chapter of the City of Falls Church Comprehensive Plan. May 2014. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/2145>

businesses (**Figure 1**), and that shared parking among compatibles uses can help to reduce the amount of visible parking (**Figure 2**).¹⁹

Figure 2 City of Falls Church Design Guidelines - Shared Parking Access from Major Corridors

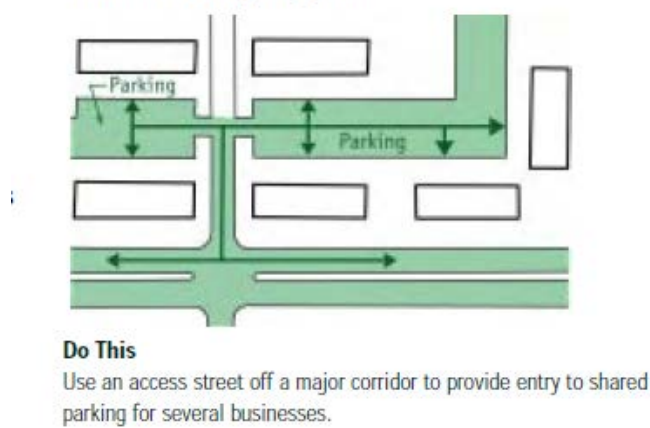
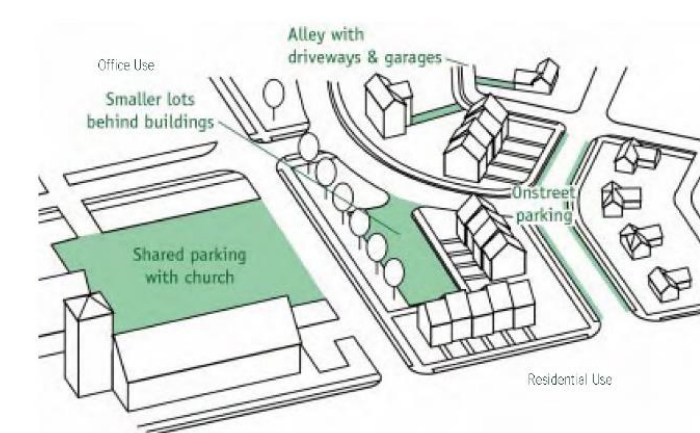


Figure 3 City of Falls Church Design Guidelines – Shared Parking with Church



City of Falls Church Code of Ordinances

The City of Falls Church currently allows shared parking in mixed-use developments and mixed-use redevelopments. In each case, the number of parking spaces is allocated based on a table in the City of Falls Church City Code that shows peak demands for different uses during each of five different time periods (Weekday/Weekend, Day, Evening and Night).²⁰ For example, a theatre – under typical City of Falls Church zoning – is required to have one parking space for every four seats available at all times, no matter if the theatre is occupied or empty. Under a mixed-use development or mixed-use redevelopment shared parking agreement, the theatre would only need 40 percent the parking

¹⁹ City of Falls Church Design Guidelines. December 2001. Accessed at <http://www.fallschurchva.gov/DocumentCenter/View/1535>

²⁰ These types of developments may also qualify for reduced parking requirements based on use of alternate forms of transportation, or incentives to use modes other than single-occupant vehicles.

traditionally required by the zoning code during a weekday day, but 100 percent of the parking traditionally required by the zoning code on weekend evenings – thus freeing up the developer to offer 60 percent of the theatre’s weekday daytime parking to another land use located on the site.

To enter into a mixed-use development or mixed-use development shared parking agreement, property owners must meet the following standards:

- If two or more property owners are involved in the shared-use parking, the planning commission must approve a shared parking agreement.
- Mixed use shared parking must be within 500 feet of the entrance to the establishment being served.
- All shared parking spaces must be available for common use by all participants in the shared parking agreement. No reserved spaces may be part of the shared parking agreement.²¹

Outside of a mixed use development or mixed use redevelopment, the City of Falls Church code requires that property owners engaged in shared parking agreements offer the total number of off-street parking spaces required for each use in the structure at all times, with no parking requirement reductions or peak use considerations.²²

3.3.2 City of Falls Church Office Parking Requirements Amendments (2015-2016)

In November 2015, the City of Falls Church City Council held a first reading on proposed amendments to its current parking regulations (“TO15-13 Amendments to Parking Regulations”). The City of Falls Church currently requires a higher level of commercial parking per square foot than its neighboring jurisdictions, thus increasing costs for potential developments and placing the City at a competitive disadvantage for new office and commercial development.²³ The proposed amendments would affect the following:

1. **Parking Ratio for Office Development:** Reduce ~~in~~ the parking ratio for Mixed-use Office Development and retail uses to a ratio of one parking space per 450 square feet of office gross floor area, subject to the approval of a TDM plan. (current requirements are one parking space per 300 square feet of GFA)
2. **Transportation Demand Management:** During the review of special exception projects, developers would provide a Transportation Demand Management (TDM) plan. In addition, by-right office and retail projects would be able to seek parking reductions through submission of a TDM plan with their site plan.
3. **Garage Design and Parking Space Width:** Adjust current parking garage design requirements to address designs that discourages use, including column encroachments, dim lighting, and narrow spaces.

²¹ Division 5. –Mixed-Use Redevelopment (MUR) Regulations. Code of the City of Falls Church, VA.

²² Sec. 48-971. – Collective use of off-street parking and loading facilities. Code of the City of Falls Church, VA.

²³ “Rightsizing Parking Requirements.” Presentation to City of Falls Church City Council Work Session. July 7, 2015.

4. **Parking Space Conversion:** Allow parking spaces to be converted to bicycle parking, electric charging stations, and spaces for carpool, vanpool and carshare vehicles, subject to the approval of the zoning administrator and permission of the building owner (Under current regulations, parking spaces in commercial projects may not be converted to any other use.)
5. **Review of Parking Modifications:** Streamline the process of parking modification review and ensure consistent application of City policy by creating a single hearing process for reviews of parking modification requests (Currently, these request are heard before either the Zoning Board of Appeals, or the Planning Commission, or both).
6. **Bicycle Parking:** Create a bicycle parking and storage requirement based on use types and scale of new developments.
7. **Term for Off-site Parking Agreement:** Reduce off-site parking agreement regulations from 30 years to ten years, or the term of the lease (whichever is greater). For redevelopments, businesses leasing the space would negotiate a new agreement to replace the spaces once they become unavailable.

The policies included in the proposed amendments to city parking regulations provide an excellent foundation for establishing shared parking in downtown Falls Church – especially reducing the parking requirements for office developments, reducing the term length for off-site parking agreements, and allowing commercial uses to convert their parking spaces into other uses. However, several small policy modifications will be needed to clarify that process for the City and property owners (see **Section 5: Recommendations**).

3.3.3 Existing Shared Parking Agreements in the City of Falls Church

In 2013, George Mason Square LLC signed an agreement with the City to open up at least 50 parking spaces in its private parking facility to the public on nights and weekends. Located at 101 W. Broad St, the parking garage is a six-minute walk from the City Hall Campus, but pedestrians must cross W. Broad St, one of the busiest thoroughfares in downtown Falls Church. In 2014, the Kaiser Foundation (which operates a Kaiser Permanente Medical Center in Falls Church) signed an agreement with the City to open up its 564-space private garage to the public on weekday evenings, weekends and several major holidays. Located at 201 N. Washington St, the garage is a five-minute, mostly flat, walk from the City Hall Campus. The agreement allows the City to use the garage for free for public parking, but requires the City to provide security and pay for trash removal. These parking lots provide at least 614 extra parking spaces on weekend days, and at least 50 on weekday evenings (**Table 1**). The City has placed a map²⁴ on its website guiding the public to parking lots around the city (**Figure 4**). For two weeks in June 2014, the City of Falls Church Public Works department placed counters in the Kaiser Foundation garage to measure its use. **Table 2** details the average arrivals by hour on Saturdays (when the garage was open

²⁴ “Public Parking Garages.” The City of Falls Church, Virginia. Accessed at <http://www.fallschurchva.gov/Parking>

to the public) during that time period. The peak use corresponds with the farmer's market, which is open from 8:00am to 1:00pm during the summer.

Table 1 Current Shared Parking Agreements in Falls Church

Agreement	Location	Public Parking Available	Parking Spaces
George Mason Square, LLC	101 W. Broad St	Nights and Weekends	50
Kaiser Foundation/Kaiser Permanente	201 N. Washington St	Weekday evenings, weekends and several major holidays	564

Table 2 Kaiser Parking Garage Public Parking Utilization - June 2014 (Saturdays)²⁵

Kaiser Public Parking	8am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm
June 2014 Saturday Average	7	34	63	58	65	49	23	11	7	3	1

²⁵ City of Falls Church Public Works Kaiser Garage Traffic Counters, June 2014.

Figure 4 City of Falls Church Public Parking Poster



4 Parking Utilization Survey

4.1 INTRODUCTION

This analysis documents parking utilization on two days in November 2015 in ten private parking locations and four segments of public street parking near the City Hall Campus. Using this data, in addition to a best practices review of shared parking agreements and zoning ordinances in other municipalities, the City of Falls Church will develop recommended shared parking practices for the downtown area, including the library.

This survey builds on the February 2015 review of City Hall Campus parking lot use by analyzing occupancy trends of private parking lots near City Hall and the library and reviewing options for shared parking arrangements with private parking lot owners. Many of these private lots have excess capacity during times of peak downtown parking use, but current regulations do not explicitly allow them to share or lease their excess parking capacity to other users.

4.2 SURVEY PROCESS AND PARKING INVENTORY

City of Falls Church staff identified ten private surface parking lots and four segments of public street parking to survey for parking utilization. In total, the survey examined 526 parking spaces in individual parking lots ranging in size from 16 to 124, and 66 public on-street parking spaces. All public parking on streets adjacent to the City Hall campus is free and open to the public. On November 7th (Saturday) and November 10th (Tuesday) 2015, two parking surveyors counted the number of empty spaces in each of the ten parking lots and four street parking segments every hour from 8:00am to 6:00pm. These dates were selected to help illustrate parking utilization during the city's popular Saturday farmer's market, the Library's Storytime, as well as a day when the Fall Church District Court was in session at City Hall.

Each of the 14 parking options are mapped in Figure 3, along with their current zoning. A large portion of the downtown area surrounding City Hall Campus is zoned as "Official Design"; land uses, however, are primarily business, office, and medical – only one (#10, Park Towers) is classified as residential (Figure 5, Table 3).

Figure 5 Parking Study Area Zoning



Table 3 Falls Church Parking Survey Inventory - Zoning and Land Use

Map #	Address	Type	Total Spaces	Zoning District	Current Land Use	Land Use - Proposed
1	107 N Virginia	Office: Northern Virginia Pediatric Associates	27	Transitional 1	Office	Mixed-Use
2	105 N Virginia	Office: Falls Church Preschool and Daycare, Dog Grooming	19	Limited Business	Office	Mixed-Use
3	370 W Broad	Shopping Center: Famous Dave's	32	Official Design	Shopping Center	Business
4	313 Park Ave	Office: Park Ave Professional Building (medical, dental)	117	Official Design	Office	Business
5	311 Park & 301 Park	Offices: Dental, Law	41	Official Design	Office	Business
6	123 Little Falls	Private Institution: Christian Science Reading Room	16	Official Design	Private Institution	Business
7	130-140-150 Little Falls & 211 Park	Offices: Law, Medical	27	Official Design	Office	Mixed-Use
8	200 Little Falls	Office: Spa, Dental	79	Official Design	Office	Transitional
9	210 Little Falls	Office: IT, Property Management	26	Official Design	Office	Transitional
10	200 N Maple	Multi-Family: Park Towers	124	Multi-Family Residence	Apt/Condo	High Density Residential

Map #	Address	Type	Total Spaces	Zoning District	Current Land Use	Land Use - Proposed
11	Park Avenue (Maple to Washington, South side of the street)	Street Parking: Between Maple & Washington (south side)	8	Near Transitional 2 and Central Business	Near Individual Retail-Service	Near Mixed Use
12	Little Falls (Park to Great Falls, East side of the street)	Street Parking: Between Park Ave and Great Falls St (east side)	15	Near Cluster Residence and Official Design	Near Townhouse Residential, Office	Near Transitional and Medium Density Residential
13	Park (Little Falls to Virginia, North)	Street Parking: Between Little Falls St and Virginia Ave (north side)	22	Near Official Design	Near Public Facility-Institution and Parks-Open Space	Near Public Facilities and Institution, Park and Open Space
14	Park (Little Falls to Virginia, south)	Street Parking: Between Virginia Ave to Little Falls (south side)	15	Near Official Design	Near Public Facility-Institution and Office	Near Public Facilities and Institution, Business

4.3 SURVEY AREA ACTIVITIES

On each survey day a number of activities were occurring in the downtown vicinity. The Falls Church Farmer's Market, open from 8:00am to 12:00pm during winter months, generated much of the downtown traffic activity on Saturday. On Tuesday, the Falls Church District Court Juvenile & Domestic Relations court was in session from 8:00AM-4:00PM. Other activities for each day are listed below.

Saturday Activities

- 8:00am-12:00pm: Farmer's Market on the City Hall Campus
- 8:00am-1:00pm: Northern Virginia Pediatric Associates Saturday hours (#1 on survey map)
- 9:00am-2:00pm: Northern Virginia School of Therapeutic Massage is open (#8 on survey map)
- 7:00am-7:00pm: Pet Spa at Barkley Square hours (#2 on survey map)
- 9:00am-5:00pm: Mary Riley Styles Public Library Saturday hours

Tuesday Activities

- 8:30am-5:00pm: City Hall Services open, including Development Services permits, Housing and Human Services, and the Office of the Treasurer
- 8:00am-4:00pm: Falls Church District Court Juvenile & Domestic Relations Court in session
- 9:00am-9:00pm: Mary Riley Styles Public Library Tuesday hours
 - 10:30am: Preschool Storytime
 - 11:00am: Playtime with the Early Literacy Center
 - 5:00pm: Paws to Read at the Library

4.4 SURVEY RESULTS

The survey found different amounts and rates of parking utilization on Saturday and Tuesday, reflecting the patterns associated with land uses and downtown events on both days. However, there ~~were~~ was one common trend: Public parking, at times of peak use, was almost completely full, while private parking was never more than 65 percent utilized. Even at times of peak occupancy, there were 285 unoccupied private parking spaces Saturday and 184 private parking spaces available on Tuesday. The full findings of the parking survey are in **Appendix A: Complete Parking Survey Results**.

4.4.1 Saturday, November 7th Summary

Key findings from this survey data include:

- Highest parking utilization/lowest parking space availability occurred at 10:00am (**Figure 6**)
- At the 10:00am peak:
 - 59 (89%) of the total parking spaces were utilized on the public streets²⁶
 - 241 (46%) of total parking spaces were utilized in the private lots
- At least one farmer's market attendee asked parking surveyor if they knew where to park for the market (9:00am)
- The private parking lot with the highest rate of utilization (#1 on the map in **Figure 4**) is also a pediatric office that was open during the same time period as the farmer's market
- Seven parking lots in the survey either had less than 50 percent utilization during their peak use or 30 or more spaces available. (**Table 4**).

Figures 7, 8, and 9 represent the number and percent of parking spaces occupied during each hour of the survey.

²⁶ The City of Falls Church Department of Public Works considers 85% utilization as the optimum efficiency.

Figure 6 Parking Occupancy by Lot/Street – Saturday November 7th, 10am



Table 4 Parking Lot Occupancy - Saturday, November 7th

Map #	Address	Type	Total Spaces	Saturday Peak Occupancy (and time)	Saturday Average Occupancy	# Parked at Greatest Occupancy	# Vacant at Greatest Occupancy
1	107 N Virginia	Office: Northern Virginia Pediatric Associates	27	81% (10am-11am)	64%	22	5
2	105 N Virginia	Office: Falls Church Preschool and Daycare, Dog Grooming	19	95% (10am)	62%	18	1
3	370 W Broad	Shopping Center: Famous Dave's	32	59% (1pm)	30%	19	13
4	313 Park Ave	Office: Park Ave Professional Building (medical, dental)	117	56% (10am)	24%	66	51
5	311 Park & 301 Park	Offices: Dental, Law	41	39% (10am)	15%	16	25
6	123 Little Falls	Private Institution: Christian Science Reading Room	16	6% (10am-12pm)	2%	1	15
7	130-140-150 Little Falls & 211 Park	Offices: Law, Medical	28	25% (9am)	19%	7	21
8	200 Little Falls	Office: Spa, Dental	96	50% (10am)	22%	48	48
9	210 Little Falls	Office: IT, Property Management	26	4% (9am-10am)	1%	1	25
10	200 N Maple	Multi-Family: Park Towers	124	53% (9am)	46%	66	58

Less than 50% occupied during peak use or 50 or more spaces available during peak use

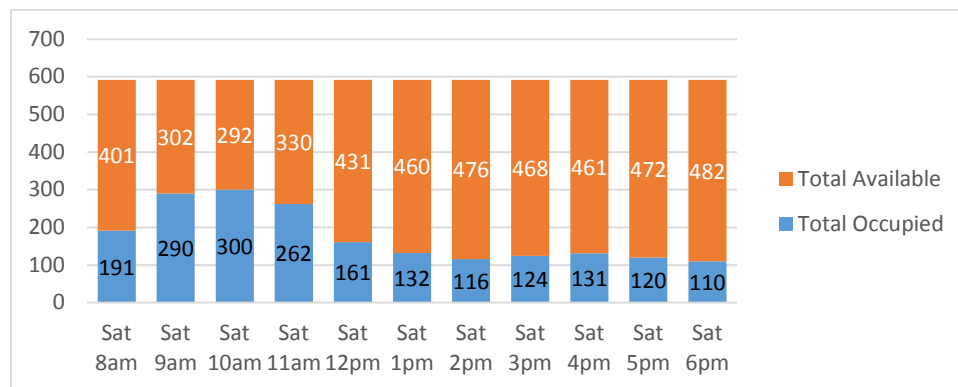
Figure 7 Overall Occupancy, by Hour – Saturday, November 7th

Figure 8 Parking Space Availability in Private Lots by Time/Location - Saturday, November

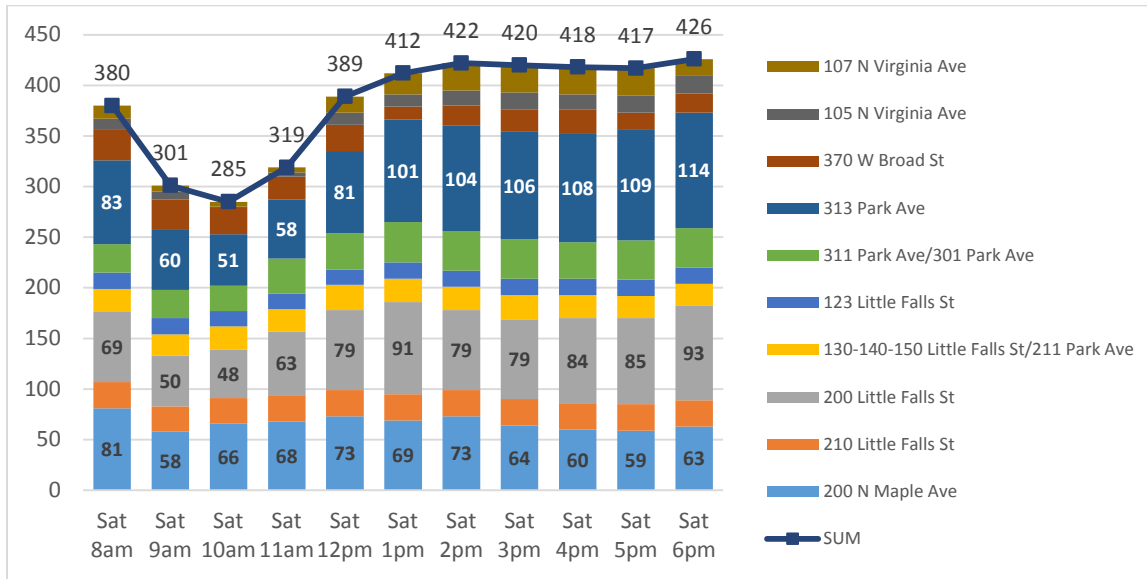
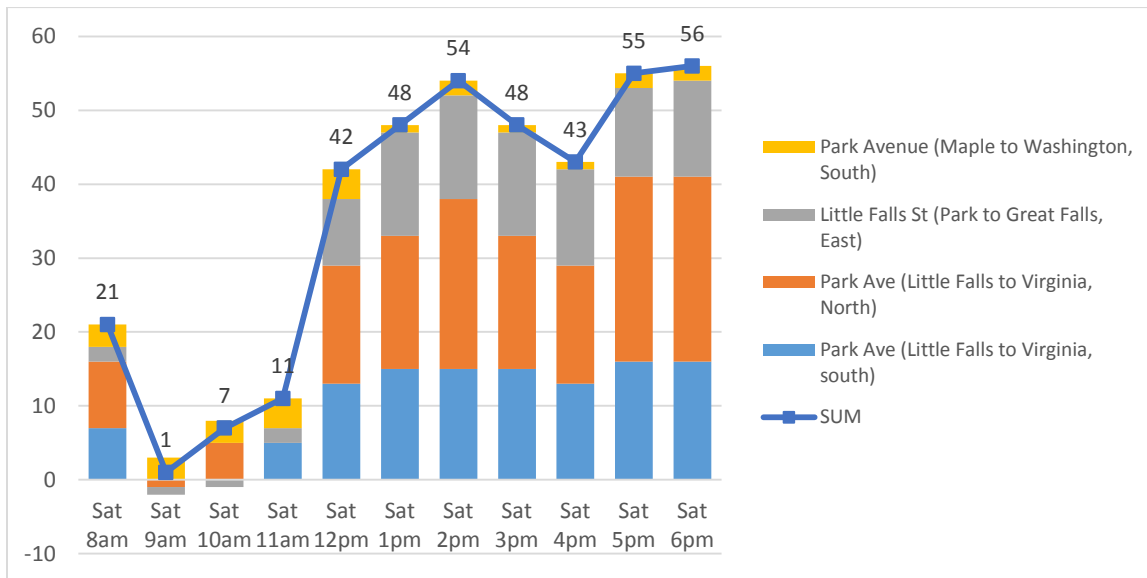


Figure 9 Parking Space Availability on Public Streets by Time/Location - Saturday, November 7th



4.4.2 Tuesday, November 10th Summary

Key findings from this survey day include:

- Highest parking utilization/lowest availability occurred at 11:00am (**Figure 10**). This is the same period of peak utilization found in a February 2015 parking utilization study of the City Hall Campus, when occupancy of the parking lot behind City Hall/next to the community center was 100 percent.
- At the 11:00am peak:
 - 63 (95%) of the total parking spaces were utilized on the public streets²⁷
 - 342 (65%) of total parking spaces were utilized in the private lots
- The 11:00am peak use matched the findings of the February 2015 City Hall Campus parking lot survey, when 93 percent of spaces were occupied on Tuesday, February 24th at 11:00am (**Figure 10**).
- The private parking lot with the highest rate of utilization (#2 on the map in **Figure 10**) serves both a daycare and dog grooming business. The daycare lot was extremely busy during drop-off and pick-up times, with cars circling the lot, looking for a place to park.
- Three parking lots in the survey either had less than 50 percent utilization during their peak use or 30 or more spaces available. (**Table 5**).

Figures 11, 12, and 13 represent the number and percent of parking spaces occupied during each hour of the survey.

²⁷ The City of Falls Church Department of Public Works considers 85% utilization as the optimum efficiency.

Figure 10 Parking Occupancy by Lot/Street, Tuesday November 10th – 11am

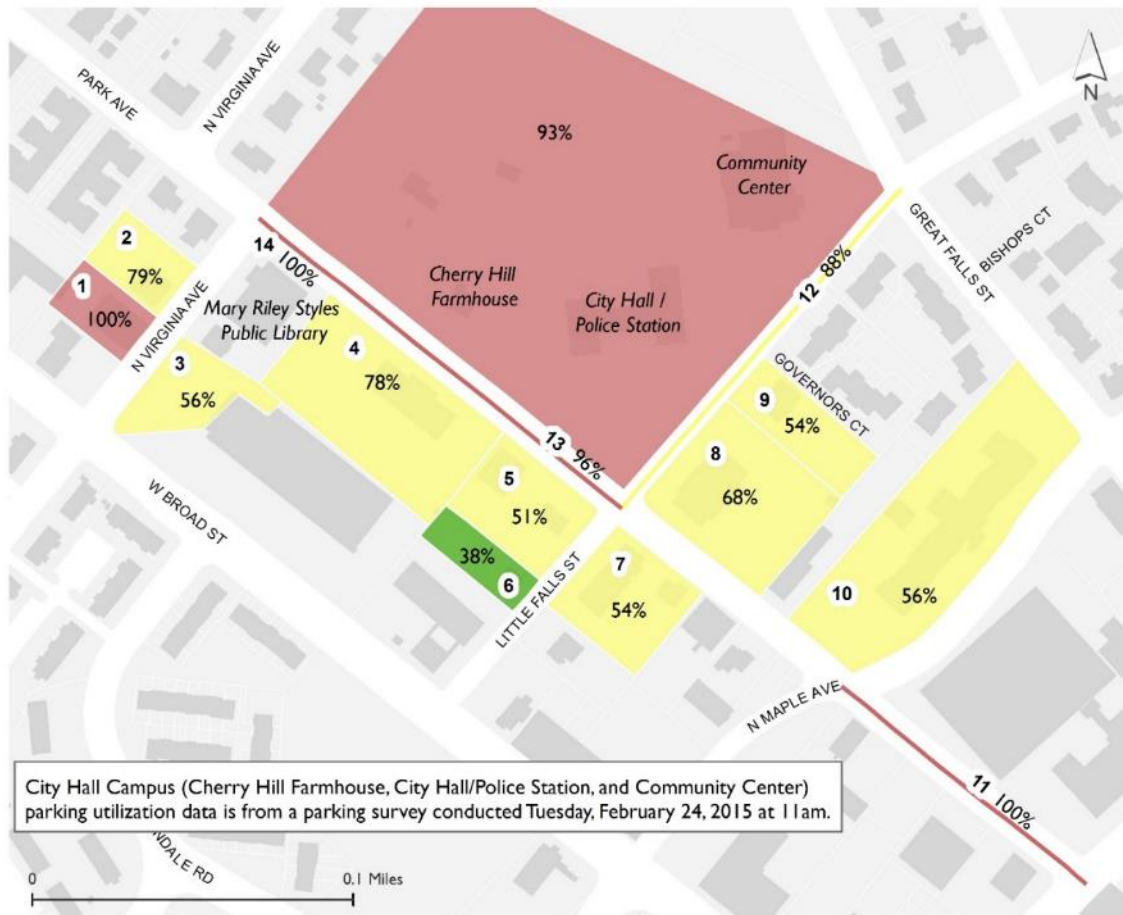


Table 5 Parking Lot Occupancy - Tuesday, November 10th

Map #	Address	Type	Total Spaces	Tuesday Peak Occup. (and time)	Tuesday Average Occup.	# Parked at Greatest Occup.	# Vacant at Greatest Occup.
1	107 N Virginia	Office: Northern Virginia Pediatric Associates	27	100% (11am)	28%	27	0
2	105 N Virginia	Office: Falls Church Preschool and Daycare, Dog Grooming	19	100% (3pm)	21%	19	0
3	370 W Broad	Shopping Center: Famous Dave's	32	72% (5pm-6pm)	51%	23	9
4	313 Park Ave	Office: Park Ave Professional Building (medical, dental)	117	78% (11am)	49%	91	26
5	311 Park & 301 Park	Offices: Dental, Law	41	59% (12pm)	61%	24	17
6	123 Little Falls	Private Institution: Christian Science Reading Room	16	38% (10am-12pm)	27%	6	10
7	130-140-150 Little Falls & 211 Park	Offices: Law, Medical	28	89% (3pm)	38%	25	3
8	200 Little Falls	Office: Spa, Dental	96	69% (10am)	59%	66	30
9	210 Little Falls	Office: IT, Property Management	26	77% (1pm)	50%	20	6
10	200 N Maple	Multi-Family: Park Towers	124	64% (2pm)	53%	79	45

Less than 50% occupied during peak use or 30 or more spaces available during peak use

Figure 11 Overall Occupancy by Hour– Tuesday, November 10th

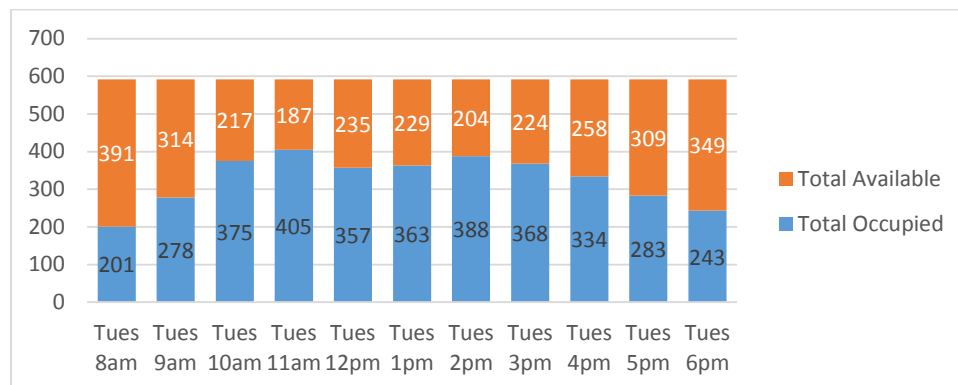


Figure 12 Parking Space Availability in Private Lots by Time/Location - Tuesday, November 10th

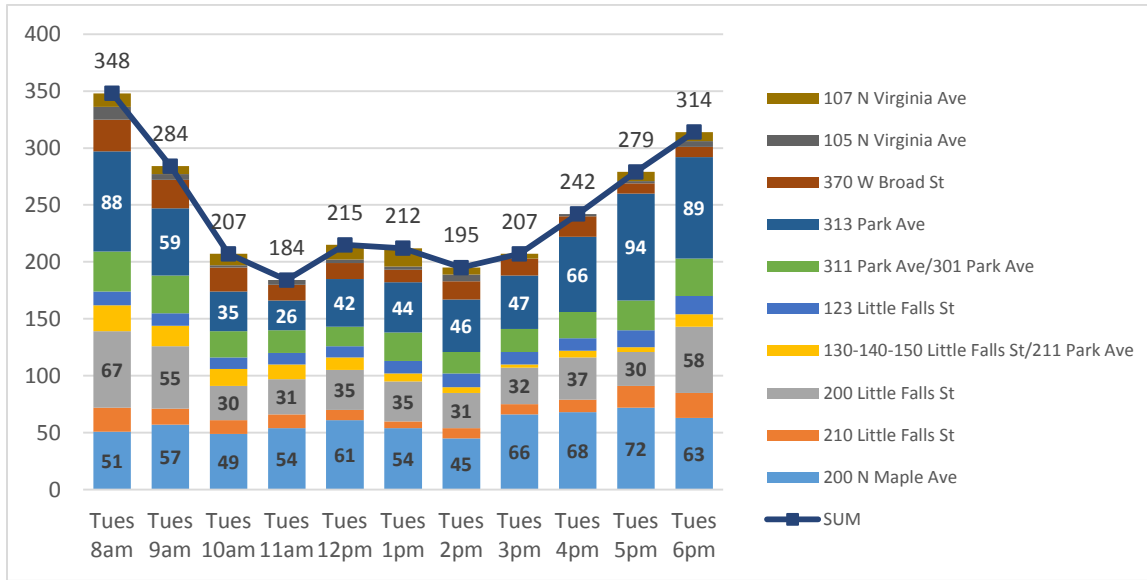
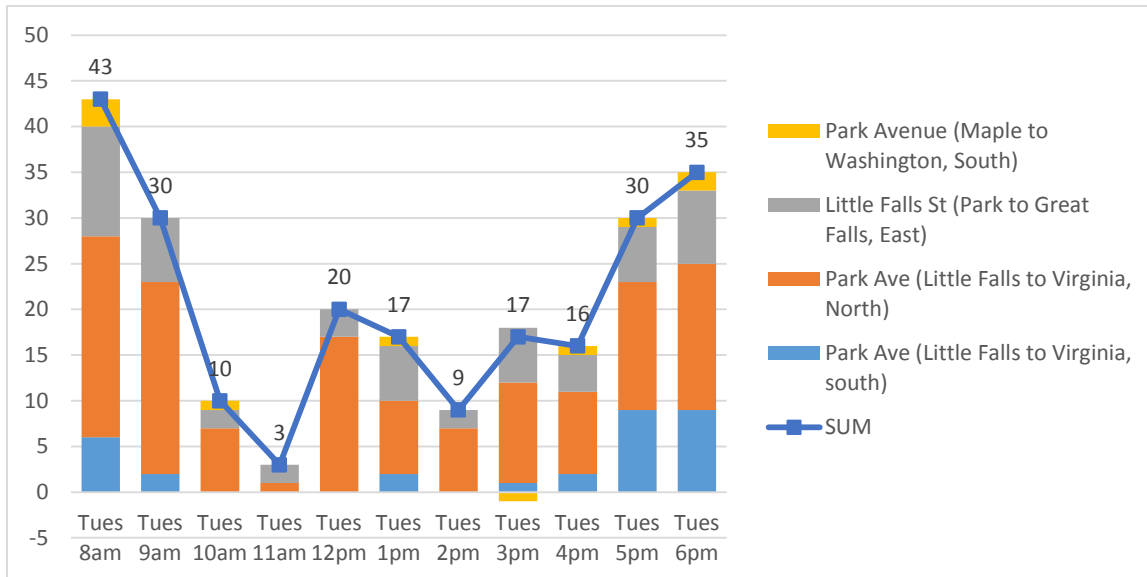


Figure 13 Parking Space Availability on Public Streets by Time/Location - Tuesday, November 10th



5 Shared Parking Best Practice Review

5.1 TDM SHARED PARKING LITERATURE REVIEW

Shared parking agreements can prevent high-cost investments in parking structures when there are alternate, lower-costs ways to meet the demand available in nearby parking lots with different peak use times. ²⁸ The Victoria Transport Policy Institute has identified general times for peak parking demand (weekday, evening, and weekday) for a variety of land uses (**Table 6**), as well as generally acceptable maximum walking distances from vehicle to a site (**Table 7**).²⁹

Table 8 outlines best practices and common concerns identified in two prominent sources of shared parking information: a report from the Portland, OR, Metro metropolitan planning organization that includes a review of local ordinances, a draft shared parking ordinance, and stakeholder discussions,³⁰ and the Victoria Transport Policy Institute's TDM Encyclopedia.³¹ The "Key Principles for Shared Parking Policies" section of the Portland Metro report details policies that stakeholder groups (jurisdictions, businesses, developers, and community and neighborhood associations) agreed upon during the study's interview process. Although not expressly detailed in the tables, the "professional services" category in **Table 6** and **Table 7** is most applicable to the services offered at City Hall; "grocery store" is most applicable to the Farmers Market; the library has a mix of different uses, and peaks will depend on hours and programming. However, given that many library users are accompanied by small children, or carrying books, the acceptable walking distance (**Table 7**) is likely be short, about 800 feet.

²⁸ Portland Metro Shared Parking Report, Accessed at http://www.mapc.org/sites/default/files/PortlandMetro_sharedparkingreport.pdf

²⁹ "Shared Parking, Sharing Parking Facilities Among Multiple Users." Victoria Transport Policy Institute. Accessed at <http://www.vtpi.org/tdm/tdm89.htm>

³⁰ "Shared Parking in the Portland Metropolitan Area." Metro, prepared by Stein Engineering. Accessed at http://www.mapc.org/sites/default/files/PortlandMetro_sharedparkingreport.pdf

³¹ Online TDM Encyclopedia. Victoria Transport Policy Institute. Accessed at <http://www.vtpi.org/tdm/>

Table 6 Peak Parking Demand

Weekday Peaks	Evening Peaks	Weekend Peaks
Banks Schools Distribution Facilities Factories Medical clinics Offices Professional services	Auditoriums Bars and dance halls Meetings halls Restaurants Theaters	Religious Institutions Parks Shops and malls

Table 7 Acceptable Walking Distances

Adjacent (less than 100 ft)	Short (less than 800 ft)	Medium (less than 1,200 ft)	Long (less than 1,600 ft)
People with disabilities Deliveries and loading Emergency services Convenience store	Grocery store Professional services Medical clinics Residents	General retail Restaurant Employees Entertainment center Religious institutions	Airport parking Major sport or cultural event Overflow parking

Table 8 Selected Shared Parking Best Practices and Concerns

Study	Best Practices	Concerns
Shared Parking in the Portland (OR) Metropolitan Area	<p>Key Principles for Shared Parking Policies</p> <ul style="list-style-type: none"> ○ Clear regulatory guidelines ○ Applying for shared parking should not be more difficult than regular parking codes ○ Regulations must be flexible enough allow for land use changes ○ Zoning requirements should not discourage shared parking arrangements <p>Suggested Incentives for Shared Parking</p> <ul style="list-style-type: none"> ○ Better access to transit ○ Education about the benefit of shared parking (for communities, businesses, stakeholders) ○ Pedestrian amenities within and between parking lots ○ Pilot demonstration project ○ Priority processing of permits and approvals ○ Transit subsidy for employees at shared parking locations 	<p>Site Concerns</p> <ul style="list-style-type: none"> ○ Liability: Concerns can often be resolved by including shared parking areas under standard business liability insurance coverage. ○ Location: Should be convenient to all land uses served by the lot. ○ Maintenance: Address through shared parking agreement. ○ Parking overflow: Address potential seasonal/temporary overflow issues. ○ Safety: Additional security measures ranging from lighting to security patrols, may help a shared parking project succeed. ○ Enforcement: Prevents inappropriate use of spaces and protect neighborhoods from overflow parking. ○ Shared Driveways: Signs should indicate clearly where parking is available for each land-use. The signs should be placed at the business, at the street access point, and inside the lot <p>Other Concerns</p> <ul style="list-style-type: none"> ○ Some national franchises and chains set minimum parking requirements. ○ Property owners are often concerned that a shared-use parking agreement will potentially trigger a full non-conforming land-use review of all sites involved with shared parking. ○ Most ordinances do not count adjacent on-street parking towards parking requirements.
Shared Parking – TDM Encyclopedia, Victoria Transport Policy Institute	<p>Best Practices</p> <ul style="list-style-type: none"> ○ Establish standard procedures for Shared Parking, including how to calculate parking requirements for different combinations of land uses, acceptable walking distances, sharing agreements, verification and enforcement. ○ Educate planning officials and developers about the benefits of and procedures for shared parking. ○ Provide on-street parking/public off-street parking as a substitute for private off-street parking. ○ Insure good pedestrian access and appropriate shared parking signage. ○ Perform regular parking studies and get feedback from users. ○ Anticipate potential spillover problems, and respond with appropriate regulations and enforcement programs. 	<p>Barriers to Implementation</p> <ul style="list-style-type: none"> ○ Resistance from land use and transportation planning institutions that are used to minimum parking standards. ○ Some public officials consider shared parking difficult to administrate, unfair (since it requires flexible parking standards, verification and enforcement). ○ There may be inadequate capacity during unusual peak demand periods.

5.2 SHARED PARKING AGREEMENTS

5.2.1 Overview

There are two major categories of shared parking agreements.

- **Parking Management Districts:** Parking Management Districts collect fees from property owners, which are used to develop and maintain parking within a delineated area (often a downtown). The district is responsible for maintenance, security, taxes, signage, and other parking-related costs. The districts are typically governed by an oversight committee elected by members of the district.³² Parking management districts are comprehensive, long-term solutions to downtown parking that the City of Falls Church may want to study at a later date.
- **Contractual Agreement between Property Owners:** A legal agreement between property owners sharing parking prevents unexpected loss of parking spaces when a site changes uses, or one party decides to cease participating. The ordinance allowing shared parking in a city's code should require a legal agreement and provide model language.³³

Incentives for property owners to participate in shared parking agreements often differ based on the development status or current use of the property.

- **Undeveloped Sites/Redeveloped Sites:** If the property owner wants to develop an undeveloped site or redevelop an existing one, shared parking with a nearby site can offer cost-savings in the form of reduced land acquisition costs, increased development potential, or other municipal development incentives.
- **Existing Sites:** If a property owner already has a parking lot or garage, but it is underutilized, shared parking agreements can offer the owner an opportunity to increase their revenue, especially if they are allowed to charge for parking in their lot or garage. In lieu of charging to park, however, a property owner may ask the user of the lot (a public entity or a private business) to pay a monthly or annual lease for each parking space used, or to pay for infrastructure or maintenance costs.

The City of Falls Church already allows owners of mixed-use site developments to enter into shared use parking agreements with decreased parking requirements; this review will focus on agreements that the City of Falls Church can enter into with existing sites with no immediate plans for development or redevelopment. The City of Falls Church is focusing on near-term solutions, so this review will primarily focus on contractual agreements with property owners.

³² "Shared Parking Fact Sheet, found in Livable Communities Toolkit: A Best Practices Manual for Metropolitan Regions." Capitol Regional Council of Governments. Accessed at http://www.crcog.org/publications/CommDevDocs/TCSP/Ch08_FactSheet_Parking.pdf

³³ Ibid.

5.2.2 Elements of Shared Parking Agreements

If a property has an underutilized parking lot or garage, shared parking agreements can offer the owner an opportunity to increase their revenue, especially if they are allowed to charge for parking in their lot or garage. In lieu of charging to park, however, a property owner may ask the leasee to pay a monthly or annual lease for each parking space used, or to pay for infrastructure or maintenance costs.

By creating a template for shared parking agreements (in addition to allowing shared parking in the city's code), a municipality can establish clear regulatory guidelines that make the process easier to understand for potential shared parking participants. Applying for shared parking should not be more difficult than creating parking spaces under regular parking codes. These templates should address use of facilities, maintenance, utilities and taxes, signage, enforcement, cooperation, insurance, indemnification and termination. **Table 9** provides an overview of shared parking templates provided by three different cities; examples of local shared parking agreements in Northern Virginia can be found in **Appendix B**.

Table 9 Shared Parking Agreement Templates Developed by Municipalities

Municipality/ Governing Body	Name	Template Elements	Link to Template
San Diego	Shared Parking Agreement	Use of Facilities Termination Title	Link
Portland, OR	Model – Shared Use Agreement for Parking Facilities	Use of Facilities Maintenance Utilities and Taxes Signage Enforcement Cooperation Insurance Indemnification Termination Supplemental Covenants	Link
Town of Cary, NC	Sample Shared Parking Agreement (<i>note: this is only if one of the parties has parking in excess of that required by the town, and the other party needs more spaces to meet code requirements</i>)	Use of Facilities Term Signage Cooperation Supplemental Covenants	Link

5.3 SHARED PARKING IN MUNICIPAL CODES

To allay concerns that shared parking will trigger a full non-conforming land use review, municipalities should explicitly allow shared parking by different uses and owners in their code. **Table 10** summarizes several examples of municipal codes in Virginia that explicitly allow this type of shared parking. Within the code, shared parking is typically designated within a specific zone, such as a historic downtown or a redevelopment area. In addition, the zoning administrator, county board, or other administrative body generally has a high level of flexibility in approving and administering shared parking agreements, and may negotiate with the applicant as needed. For a national view of municipal codes that allow shared parking, see **Table 11**.

Table 10 Shared Parking Zoning Code Examples - Virginia

Municipality	Summary	Code Location
City of Fairfax, VA	The zoning administrator may approve an off-site location up to 15% of required employee parking. (Off-site parking in Old Town Fairfax is not limited to employee parking).	Zoning Code, Division 6: Off-Street Parking and Loading, 110-152 (c) <i>See Appendix D for complete code.</i>
Arlington County, VA	The County Board may permit off-site parking for schools and recreational uses. Requires a TDM plan submission by the applicant.	14.3.7 (C) (1) <i>See Appendix D for complete code.</i>
	County Board may consider the adequacy of a Shared Parking Management Plan for a development in the Mixed Use Virginia Square District.	7.8.5 (A) (4) (b) <i>See Appendix D for complete code.</i>
	Special exception uses may allow more flexibility in development form and density than otherwise allowed in the County Zoning Code, subject to site plan approval. Arlington County's site plan process includes both a review and negotiation with a developer to select TDM strategies to mitigate transportation impacts of development. Several of the recommended strategies in Arlington County's TDM Program Matrix ³⁴ relate to shared parking and parking management practices, with the goal of encouraging group riding and shared parking arrangements through parking management plans. These strategies include lease agreements with parking garages.	Arlington County Zoning Code; CommuterPage.com TDM for Site Plans – Site Plan Process
Fairfax County, VA	To be granted the Planned Tysons Corner Urban District, the applicant must meet a series of objectives, including reducing “the amount of single occupant vehicle trips by limit the amount of provided parking, encouraging shared parking arrangements amount uses ...” The parking plan must provide a justification of shared parking arrangements amount uses when a reduction from minimum parking requirements. The County Board may reduce the minimum off-street parking requirements when such reductions further the goals of the Tysons Corner Urban Center.	Fairfax County Zoning Ordinance, Article 6, Part 5, 6501, 6509 <i>See Appendix D for complete code.</i>
Charlottesville, VA	The combined parking requirements for two (2) or more uses participating in a cooperative parking arrangement may be partially reduced by the director of neighborhood development services, provided that the uses will not conflict in time of operation or need for the parking spaces and provided that the parking needs of each use at a given time of day may be adequately met through the parking arrangements.	Chapter 34. Zoning. Article IX. Generally Applicable Regulations. Division 2. Off-street

³⁴ Arlington County 1990 Transportation Demand Management Policy Statement. Accessed at http://www.commuterpage.com/tasks/sites/cp/assets/File/TDM_Policy1990_2008.pdf

Table 11 Shared Parking Codes (outside Virginia) ³⁵

Municipality	Summary	Code Location
Marlborough, MA	The number of required parking spaces may be reduced by up to one-half (1/2) if it can be demonstrated that the hours or days of peak parking need for the uses are so different that a lower total will provide adequately for all uses served by the facility.	City of Marlborough Zoning By-Law, §200-25 Off-Street Parking.
Waltham, MA	The number of required parking spaces may be reduced through the use of the city's Parking Credit Schedule Chart for each of the five designated time periods.	Ordinances of the City of Waltham, v.9, updated 8-2006, Part III. Zoning Code
Stoneham, MA	Special permits allow reduction in space requirements within 1,600 feet of building to be served. Up to fifty percent (50%) of the parking spaces serving a building may be used jointly for other uses not normally open, used or operated during similar hours. The applicant must show that the peak parking demand and principal operating hours for each use are suitable for a common parking facility. Requires a written agreement between parties.	Town of Stoneham Zoning Bylaws, 6.0 GENERAL PROVISIONS AFFECTING ALL DISTRICTS
Portland, OR	Joint use parking is allowed when two or more uses on the same or separate sites are able to share the same parking spaces because their parking demands occur at different times. Joint use of required parking spaces is allowed only if the uses and housing types to which the parking is accessory are allowed in the zone where the parking is located, and documentation (including a legally binding agreement) must be submitted the city's Bureau of Development Services as part of a building or zoning permit application or land use review.	Chapter 33.266 Parking and Loading
San Diego, CA	Shared parking is possible in all zones, except in single-family home areas, through a building permit approval process. For shared parking approval, two or more different land uses must be located within 600 feet of the parking facility, and the parties involved must submit a legally binding agreement.	Specified Uses: Section 142.0545 Non-specified uses: Section 142.0545(b)(7)

5.4 MARKETING, OUTREACH AND WAYFINDING

5.4.1 Community Outreach

Even if a business has excess parking, or a different peak demand time than the city, a business owner or landlord may be skeptical of entering into a shared parking agreement. Public education and community outreach is critical to helping businesses, patrons, and landlords understand the benefits of shared parking. When developing the municipal code that allows shared parking, a municipality should hold stakeholder meetings with businesses in the downtown area about the proposed shared parking ordinance before it goes to the city council.³⁶

³⁵ "Local Examples: Shared Parking." Metropolitan Area Planning Council (Marlborough, Waltham, and Stoneham, MA). Accessed at <http://www.mapc.org/resources/parking-toolkit/strategies-topic/shared-parking/examples-offstreetparking>

³⁶ Portland Metro Shared Parking Report, Accessed at http://www.mapc.org/sites/default/files/PortlandMetro_sharedparkingreport.pdf

5.4.2 Wayfinding and Marketing

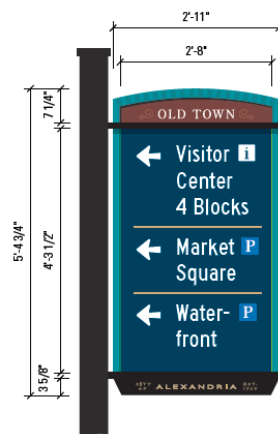
Wayfinding

Municipalities with shared public parking should incorporate shared parking signs into their overall wayfinding plan, ensuring that the signs have the similar graphics, font and colors (Figure 13).

Shared public parking spaces are most visible when they are on-street. Off-street spaces can be hard to find, especially to those unfamiliar with the area. “Since many drivers are accustomed to the traditional system of buildings and businesses having their own reserved parking facilities, signage indicating shared parking between uses is crucial. Signs should indicate where shared parking is located, and which establishments share that parking.”³⁷ The importance of parking wayfinding signage is noted in the shared parking report from the Portland, OR, Metro metropolitan planning organization: “Signs should indicate clearly where parking is available for each land-use. The signs should be placed at the business, at the street access point, and inside the lot.”³⁸

The City of Alexandria, Virginia, has developed a wayfinding plan that guides the City in development and placement of public parking signs (**Figure 14**), noting that public parking signs should be “[l]ocated at least 100’ in advance of a “decision point” which requires a vehicle maneuver (turn),” and that signs can give parking facilities “a consistent look, making them easier to locate and in turn getting cars off the road quicker.”³⁹ For parking lots shared between two uses, signs at the location should clearly indicate the time and use allowed (**Figure 15**). Once a pedestrian leaves a vehicle, there should be clear pedestrian directional signs pointing them to popular destinations in the municipality.

Figure 14 Old Town Alexandria Vehicle Directional Signs



³⁷ “Shared Parking in Union Square.” Czerwinski, Tim. Harvard Graduate School of Design. Accessed at <https://unionsquaremain.org/wp-content/uploads/2013/08/Shared-Parking-Report-Czerwinski-reduced.pdf>

³⁸ “Shared Parking in the Portland Metropolitan Area.” Metro, prepared by Stein Engineering. Accessed at http://www.mapc.org/sites/default/files/PortlandMetro_sharedparkingreport.pdf

³⁹ City of Alexandria Wayfinding Program, 2010. Accessed at <http://www.alexandriava.gov/Wayfinding>

Figure 15 Shared Parking between two restaurants (Somerville, MA)⁴⁰



Online Marketing

In addition to on-street vehicle wayfinding signs, it may be helpful to have a simple, easy-to-understand website that uses the same maps, fonts, and color schemes as the on-street signs. The City of Rockville, Maryland uses *rockvilleparking.com* to host its map of public parking options in Rockville Town Center, which includes public parking garage locations, different types of metered parking, and transit and bikeshare options (**Figure 14**). Rockville's parking website is a shared effort between the City of Rockville, Rockville Economic Development, and a private developer.

⁴⁰ "Shared Parking in Union Square." Czerwiński, Tim. Harvard Graduate School of Design. Accessed at <https://unionsquaremain.org/wp-content/uploads/2013/08/Shared-Parking-Report-Czerwiński-reduced.pdf>

Figure 16 Parking Rockville, MD Town Center (from rockvilleparking.com/)



6 Recommendations

6.1 PARKING DEMAND

The November 2015 parking utilization survey found that on-street parking occupancy peaks on Saturday at 9:00am and Tuesday at 11:00am. In November 2015 – after the parking survey was completed - the City eliminated existing parking restrictions to provide 13 additional street parking spaces on Park Ave and Little Falls Street. If 13 additional spaces had been available during the parking utilization survey, the peak on-street parking occupancy on Saturday would have been 82 percent, and on Tuesday it would have been 80 percent. To avoid drivers “cruising” around while looking for an empty space, an industry standard aims for 85 percent occupancy rate of on-street parking spaces. If the number goes above 85 percent, the municipality should consider raising the price of on-street parking.⁴¹ As of today, however, the City of Falls Church has a healthy occupancy rate for on-street parking.

In February 2015, a parking survey of the City Hall Campus parking lot indicated that the publicly-accessible lot also reached peak use on Tuesday at 11:00am, with 100 percent occupancy. The new City Hall Campus parking garage – slated to begin construction in 2017 and open in 2019 - will create a net gain of 44 parking spaces, reducing Tuesday peak occupancy in the City Hall Campus parking lot to 83 percent. The City has also developed a toolbox of Transportation Demand Management options targeted specifically at the transportation needs of the City Hall Campus visitors and employees.⁴² During construction, however, the number of spaces in the existing City Hall campus parking lot will be temporarily reduced. The Mary Riley Styles Public library currently has seven dedicated off-street parking spaces. While the City is still determining the specifics of the proposed library expansion, one proposed option removes the seven off-street parking spaces.⁴³

The City will need to continue monitoring use of on-street parking, develop a Construction Transportation Plan for the City Hall Campus garage construction to promote awareness of TDM options and temporary reduced parking availability (as recommended in a July 2015 report on City Hall Parking and TDM Strategies), and identify parking options for library expansion, especially if the current seven off-street spaces are removed.

The number of spaces needed to address the temporary reduction in City Hall Campus Parking lot during construction will be variable, but the City should have a plan in place before construction begins. This

⁴¹ Traffic Technology International, February/March 2012. Accessed at <http://shoup.bol.ucla.edu/TrafficTechnologyInterview.pdf>

⁴² City of Falls Church City Hall and Public Safety Center – Recommended Parking and Transportation Demand Management Strategies. July 7, 2015.

⁴³ Library Board of Trustees, Mary Riley Styles Public Library Proposed Library Renovation and Addition Presentation, February 2014.

report will assume a temporary need of 20 additional spaces during the 2017-2019 construction timeline.

If the library expansion removes its seven current off-street parking spaces, those will need to be replaced. However, if the library expands both its weekday and weekend daytime programming in coordination with the planned physical space expansion, the City should consider developing a building-level Transportation Demand Management (TDM) program for the library, in addition to providing more nearby parking options. The 2013 Library master plan noted that library patrons like to “park once and walk to a number of local spots as part of a Library trip.”⁴⁴ While square footage is an inexact (and often inaccurate) method for determining building-level parking needs, the library is considering a 36 percent expansion in space – increasing the current number of off-street parking spaces by the same percentage would require ten spaces.

This permanent demand for ten off-street library parking spaces, in addition to a temporary demand for 20 spaces due to construction in the City Hall Campus parking lot, can be met through the introduction of shared parking policies, including leasing of spaces from nearby businesses with excess parking capacity. These 30 spaces are estimated to cost approximately \$11,000 (total) to lease during the first year, plus staff time. It should be noted that the number of spaces needed during the City Hall Campus parking garage construction may vary, and that the parking needs of the Library will depend on programming hours and whether the building as a TDM plan.

6.2 RECOMMENDED SHARED PARKING STRATEGIES

The Existing Conditions, the Parking Utilization Survey, and the Shared Parking Best Practices Review were used to inform development of recommended shared parking strategies for the City (**Table 12**). These strategies begin with policy development, then move to marketing and implementation. They include targeting parking locations with different peak demands than the City, measuring the distance from possible shared parking locations to the final destination, developing language for the city code that explicitly allows property owners to enter into shared parking agreements, creating a shared parking agreement template, using signs to clarify and promote parking locations, and engaging in critical community outreach to downtown stakeholders. While this process will require substantial staff time, it is far less resource-intensive than constructing a new \$3.4 million parking garage.

⁴⁴ Mary Riley Styles Public Library Draft Master Plan Development and Space Study Review, 9/30/2015.

Table 12 Recommendations and Resources

Recommendation Type	Element	Description	Resources
1. Policy Development	1a. Code Update Community Outreach, focusing on downtown business owners	Hold stakeholder meetings with businesses in the downtown area about the proposed shared parking ordinance before it goes to the city council. Even if a business has excess parking, or a different peak demand time than the city, a business owner or landlord may be skeptical of entering into a shared parking agreement. Public education and community outreach is critical to helping businesses, patrons, and landlords understand the benefits of shared parking.	Staff Time
	1b. Update City of Falls Church Code to explicitly allow shared parking in Downtown Falls Church Official Design District	To allay concerns that shared parking will trigger a full non-conforming land use review, the City of Falls Church should explicitly allow shared parking by different uses and owners in their code. These policies should be clear and relatively simple; applying for shared parking should not be more difficult than regular parking codes The City should structure the code amendment to allow for flexibility in administering shared parking, and only allow it in one district (Official Design), with options to expand to other districts at a later point.	Staff Time
	1c. Develop Shared Parking Agreement/Lease Template	By creating a template for shared parking agreements (in addition to allowing shared parking in the city's code), the City can clear regulatory guidelines that make the process easier to understand for potential shared parking participants. Applying for shared parking should not be more difficult than regular parking codes. The shared parking templates should address use of facilities, maintenance, utilities and taxes, signage, enforcement, cooperation, insurance, indemnification and termination. The City should structure the language similarly to the George Washington Regional Commission Shared Parking Lease in Appendix B.	Staff Time
	1d. Develop a building-level TDM plan for the proposed library expansion.	To address expanded space and programming in a cost-effective manner, the City of Falls Church should develop a building-level TDM program for the proposed library expansion that is included with the final site plan submitted to the city.	Staff Time
2. Marketing and Outreach	2a. Develop Standardized Parking Sign Designs/Placement Policies	The City should update City of Falls Church Design Guidelines to create standardized sign design and placement policies for shared parking, as well as pedestrian wayfinding to major destinations (City Hall, Farmers Market).	Staff Time
	2b. Place standardized signs/maps on an easy-to-find section of the city website	Update the City website with an easy-to-find map and explanation of public parking options, (similar to rockvilleparking.com).	Staff Time

Recommendation Type	Element	Description	Resources
	2c. Place standardized signs/maps at key locations downtown as specified in the updated design guidelines	Place standardized public parking signs at all relevant locations, including existing public parking opportunities (Kaiser Garage, George Mason Square). Also place signs to for pedestrian wayfinding between public parking and City Hall/Farmers Market.	Staff Time
	2d. Yearly meeting with downtown business owners	Hold an annual meeting with property owners in the Official Design district discuss parking concerns and update to shared parking policies.	Staff Time
3. Implementation: Increase Public Parking Supply	3a. Conduct a one year pilot shared parking study. The City should approach the owners of 2-3 key parking lots identified in the survey about developing a lease agreement with the city to offer public parking	The City should approach the owners of one or two key parking lots identified in the survey about participating in a one year shared parking pilot study. The City should focus on parking lots in the Official Design District that are less than 800 feet away, by foot, from City Hall and the Library. (800 feet is the recommended maximum distance for professional services, which is the closest category to services provided by both City Hal and the Library). See Table 13 for parking lots within this distance.	Staff Time
		The City should lease a total of 30 parking spaces from private parking lot owners (10 for the library, and 20 to address temporary City Hall Campus Parking lot needs), beginning with a lease cost of one dollar per space per day, similar to the GWRC lease example in Appendix B . The City would reimburse for the owners for the cost of maintenance or repairs that are required as a result of damage or misuse, but the owner would perform standard maintenance, such as sweeping, snow removal, and pothole repair.	\$11,000 per year (2017-2019); \$4,000/year thereafter
		The City should provide public parking signs for its leased parking spaces.	\$1,000
	3b. After the pilot study, the City should approach additional key parking lot owners identified in the survey as needed about developing a lease agreement with the city to offer public parking	After completing the pilot shared parking study, the City should evaluate its parking needs during the construction of the new City Hall Campus parking garage, as well as the Library expansion. The City should focus on parking lots in the Official Design District that are less than 800 feet away, by foot, from City Hall and the library (800 feet is the recommended maximum distance for professional services, which is the closest category to services provided by both City Hal and the Library).	Staff Time
		The City should lease as many parking spaces as needed to cover the parking space loss during City Hall Campus parking garage construction, beginning with a lease cost of one dollar per space per day, similar to the GWRC lease example in Appendix B . The City would reimburse for the owners for the cost of maintenance or repairs that are required as a result of damage or misuse, but the owner would perform standard maintenance, such as sweeping, snow removal, and pothole repair.	TBD

Recommendation Type	Element	Description	Resources
4. Develop Long-Term Downtown Parking Management Plan	4a. After construction of the new City Hall Campus parking garage and evaluating the impact of the shared parking program, develop a long-term Downtown Parking Management Plan.	Parking Management Districts collect fees from property owners, which are used to develop and maintain parking within a delineated area (often a downtown). The district is responsible for maintenance, security, taxes, signage, and other parking-related costs. The districts are typically governed by an oversight committee elected by members of the district. Parking management districts are comprehensive, long-term solutions to downtown parking that the City of Falls Church should study at a later date for the downtown/City Hall Campus area.	TBD

6.3 POTENTIAL SHARED PARKING LOCATIONS

When looking for shared parking partners, the City should focus on parking lots in the Official Design district that are less than 800 feet away, by foot, from both City Hall and the library (800 feet is the recommended maximum distance for professional services and grocery stores, and is the distance most applicable to library services). The City should also look for parking lots that had ten or more spaces available on both Saturday and Tuesday during their highest occupancy time during the November 2015 survey. Parking lots number 4, 5, 6 and 8 meet all of these criteria (**Table 13**). At their respective times of peak use, they still have a combined 139 spaces available on Saturday, and 83 spaces available on Tuesday.

Table 13 Potential Lots for Shared Parking Pilot Project

				Saturday				Tuesday			
Map	Address	Type	Total Spaces	Peak Occup.	Average Occup.	Greatest Occup. - Parked	Greatest Occup. - Vacant	Peak Occup.	Average Occup.	Greatest Occup. - Parked	Greatest Occup. - Vacant
4	313 Park Ave	Office	117	56% (10am)	24%	66	51	78% (11am)	49%	91	26
5	311 Park & 301 Park	Offices	41	39% (10am)	15%	16	25	59% (12pm)	61%	24	17
6	123 Little Falls	Private Institution	16	6% (10am-12pm)	2%	1	15	38% (10am-12pm)	27%	6	10
8	200 Little Falls	Offices	96	50% (10am)	22%	48	48	69% (10am)	59%	66	30

APPENDICES

A. COMPLETE PARKING SURVEY RESULTS

Table 14 Parking Space Availability by Time/Location - Saturday, November 7th

	Address	Type	Total Spaces	Sat 8am	Sat 9am	Sat 10am	Sat 11am	Sat 12pm	Sat 1pm	Sat 2pm	Sat 3pm	Sat 4pm	Sat 5pm	Sat 6pm
1	107 N Virginia	Office: Northern Virginia Pediatric Associates	27	13	6	5	5	16	21	27	27	27	27	16
2	105 N Virginia	Office: Falls Church Preschool and Daycare, Dog Grooming	19	11	8	1	4	12	12	15	17	15	17	18
3	370 W Broad	Shopping Center: Famous Daves	32	30	29	26	23	26	13	20	22	23	17	19
4	313 Park Ave	Office: Park Ave Professional Building (medical, dental)	117	83	60	51	58	81	101	104	106	108	109	114
5	311 Park & 301 Park	Offices: Dental, Law	41	28	28	25	35	36	40	39	39	36	39	39
6	123 Little Falls	Private Institution: Christian Science Reading Room	16	16	16	15	15	15	16	16	16	16	16	16
7	130-140-150 Little Falls & 211 Park	Offices: Law, Medical	28	23	21	23	22	25	23	23	24	23	22	22
8	200 Little Falls	Office: Spa, Dental	96	69	50	48	63	79	91	79	79	84	85	93
9	210 Little Falls	Office: IT, Property Management	26	26	25	25	26	26	26	26	26	26	26	26
10	200 N Maple	Multi-Family: Park Towers	124	81	58	66	68	73	69	73	64	60	59	63
11	Park Avenue (Maple to Washington, South)	Street Parking: Btwn Maple & Washington (south side)	8	3	3	3	4	4	1	2	1	1	2	2
12	Little Falls (Park to Great Falls, East)	Street Parking: Btwn Park Ave and Great Falls St (east side)	16	2	-1	-1	2	9	14	14	14	13	12	13
13	Park (Little Falls to Virginia, North)	Street Parking: Btwn Little Falls St and Virginia Ave (north side)	26	9	-1	5	0	16	18	23	18	16	25	25
14	Park (Little Falls to Virginia, south)	Street Parking: Btwn Virginia Ave to Little Falls (south side)	16	7	0	0	5	13	15	15	15	13	16	16

Table 15 Parking Space Availability by Time/Location - Tuesday, November 10th

	Address	Type	Total Spaces	Tue 8am	Tue 9am	Tue 10am	Tue 11am	Tue 12pm	Tue 1pm	Tue 2pm	Tue 3pm	Tue 4pm	Tue 5pm	Tue 6pm
1	107 N Virginia	Office: Northern Virginia Pediatric Associates	27	12	7	10	0	13	16	6	4	0	8	8
2	105 N Virginia	Office: Falls Church Preschool and Daycare, Dog Grooming	19	11	5	2	4	3	3	6	0	2	2	5
3	370 W Broad	Shopping Center: Famous Dave's	32	28	25	21	14	14	11	16	15	18	9	9
4	313 Park Ave	Office: Park Ave Professional Building (medical, dental)	117	88	59	35	26	42	44	46	47	66	94	89
5	311 Park & 301 Park	Offices: Dental, Law	41	35	33	23	20	17	25	19	20	23	26	33
6	123 Little Falls	Private Institution: Christian Science Reading Room	16	12	11	10	10	10	11	12	11	11	15	16
7	130-140-150 Little Falls & 211 Park	Offices: Law, Medical	28	23	18	15	13	11	7	5	3	6	4	11
8	200 Little Falls	Office: Spa, Dental	96	67	55	30	31	35	35	31	32	37	30	58
9	210 Little Falls	Office: IT, Property Management	26	21	14	12	12	9	6	9	9	11	19	22
10	200 N Maple	Multi-Family: Park Towers	124	51	57	49	54	61	54	45	66	68	72	63
11	Park Avenue (Maple to Washington, South)	Street Parking: Between Maple & Washington (south side)	8	3	0	1	0	0	1	0	-1	1	1	2
12	Little Falls (Park to Great Falls, East)	Street Parking: Between Park Ave and Great Falls St (east side)	16	12	7	2	2	3	6	2	6	4	6	8
13	Park (Little Falls to Virginia, North)	Street Parking: Between Little Falls St and Virginia Ave (north side)	26	22	21	7	1	17	8	7	11	9	14	16
14	Park (Little Falls to Virginia, south)	Street Parking: Between Virginia Ave to Little Falls (south side)	16	6	2	0	0	0	2	0	1	2	9	9

B. SHARED PARKING AGREEMENT EXAMPLES – NORTHERN VIRGINIA

George Washington Regional Commission



George Washington Regional Commission
 406 Princess Anne Street
 Fredericksburg, Virginia 22401
 (540) 373-2890
 Fax (540) 899-4808
 www.gwregion.org

Tim Ware
 Executive Director

RESOLUTION NO. 14-09

AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE RENEWAL TO SHORT-TERM LEASE FOR PARK AND RIDE SPACES LOCATED AT THE CLAIBORNE RUN SHOPPING CENTER

WHEREAS, the George Washington Regional Commission (“the Commission”) is the Planning District Commission serving the City of Fredericksburg and Caroline, King George, Spotsylvania and Stafford counties, known collectively as Planning District 16 (“the Region”), and;

WHEREAS, the Commission’s Transportation Demand Management (TDM) Program, known as “GWRideConnect,” supports approximately 400 commuter vanpools, including assisting commuters in finding park-and-ride locations at which vanpool and carpool passengers can park their cars and board their commuter vans or carpools, and;

WHEREAS, in 2009, the Commission staff identified park-and-ride lot locations to serve commuters at privately-owned commercial properties within the Region, including the Claiborne Run Shopping Center in Stafford County, and;

WHEREAS, staff negotiated a lease for the use of 15 spaces at that location at a cost of One Dollar (\$1.00) per space per day, and;

WHEREAS, on October 17, 2012, the Commission authorized execution of that lease for a period of one year, terminating on December 31, 2013, and;

WHEREAS, the need for those spaces remains, and the property owner has agreed to renew the lease.

NOW, THEREFORE, BE IT RESOLVED by the George Washington Regional Commission that its Executive Director is hereby authorized to execute a one-year renewal of the lease agreement with the Claiborne Run Shopping Center for 15 park and-ride spaces, in an amount not to exceed Three Thousand Nine Hundred Fifteen Dollars (\$3,915).

Adopted by the George Washington Regional Commission at its duly called meeting of November 18, 2013, in the City of Fredericksburg, Virginia, a quorum being present.

 Matthew J. Kelly, Secretary

November 18, 2013



CAROLINE COUNTY

CITY OF FREDERICKSBURG

KING GEORGE COUNTY

SPOTSYLVANIA COUNTY

STAFFORD COUNTY



George Washington Regional Commission
 406 Princess Anne Street
 Fredericksburg, Virginia 22401
 (540) 373-2890
 Fax (540) 899-4808
www.gwregion.org

LEASE AGREEMENT

"This Agreement", made as of the ____ day of November, 2013, by and between **STAFFORD COUNTY, Virginia**, 1300 Courthouse Road Stafford, Virginia 22505 ("Stafford County"), the **George Washington Regional Commission**, 406 Princess Anne Street Fredericksburg, Virginia 22401 ("GWRC") and **Schooler Properties of Butler Road I, LLC**, One Jadip Lane, Suite 101, Fredericksburg, Virginia 22405 ("Owner"), known collectively as "the Parties".

WITNESSETH:

WHEREAS, Stafford County continues to support transportation demand management services and activities, including ridesharing, as effective traffic mitigation; and

WHEREAS, Stafford County desires to provide satellite parking spaces in Stafford County to supplement parking at VDOT Commuter Lots in order to facilitate ridesharing activities such as carpooling and vanpooling, and;

WHEREAS, Owner has fifteen (15) spaces available for commuter parking in the Claiborne Run Shopping Center, located at One Jadip in Stafford, Virginia, and is seeking compensation from the George Washington Regional Commission ("GWRC") on behalf of Stafford County, for allowing the use of these parking spaces to defray costs that Owner is incurring for the maintenance of these spaces, and;

WHEREAS, the Stafford County Board of Supervisors is amenable to a short-term lease and authorized the County Administrator to enter into a one year lease agreement with Owner for commuter parking spaces at the Claiborne Run Shopping Center, beginning on January 1, 2014.

WHEREAS, the lease cost is in line with prevailing commuter parking lease costs in shopping centers and other commercial establishments elsewhere in Northern Virginia; and



CAROLINE COUNTY

CITY OF FREDERICKSBURG

KING GEORGE COUNTY

SPOTSYLVANIA COUNTY

STAFFORD COUNTY

WHEREAS, Stafford County has procured a Certificate of Insurance for Commercial General Liability insurance through VACO Risk Management Programs on the fifteen (15) parking spaces;

THEREFORE, in consideration of the foregoing, and other good and valuable consideration, the sufficiency of which is acknowledged, Owner and Stafford County agree to the following lease terms:

LEASE TERMS

1. Leasehold area. The parking area shown on Exhibit A, representing fifteen (15) parking spaces, is leased to Stafford County and shall be available for commuter parking Monday through Friday. Overnight parking shall only be permitted for the vanpool. Owner shall mark the parking spaces with a green circle that is reasonably identifiable during both the day and night. Any vehicle utilizing a parking space shall be identified by a green parking permit, placed on the rear view mirror of each vehicle, to indicate that the vehicle is part of the GWRC program. No vehicle shall park in any parking space without displaying a parking permit. Vehicles utilizing a parking space without a parking permit shall be towed at the vehicle owner's expense.
2. Lease term and option for extension. This Agreement shall have a one year term, beginning on January 1, 2014 and ending on December 31, 2015.
3. Lease cost. The area shown on Exhibit A is leased to Stafford County at a cost of one dollar (\$1.00) per parking space per weekday.
4. Lease payments. Payment for the leased spaces shall be payable to "Schooler Properties of Butler Road I, LLC." Payment is due no later than five (5) business days after the first day of each month. GWRC shall make all payments on behalf of Stafford County.
5. Maintenance. Owner shall ensure that the property is properly maintained in a manner consistent with shopping center parking lot maintenance as part of its continuing maintenance of the parking spaces shown on Exhibit A, including, but not limited to, sweeping, snow removal, and timely repair of potholes and other surface defects. This maintenance shall be performed at no additional cost to Stafford County or GWRC. GWRC, on behalf of Stafford County, shall reimburse Owner for the cost of any maintenance or repairs that are required as a result of damage, misuse (including, but not limited to, parking commercial vehicles on the

property), or vandalism by commuters authorized by GWRC to park in the leased area under this Agreement.

7. Governing law. This Agreement shall be governed by the laws of the Commonwealth of Virginia.

8. Notices. All notices shall be in writing to the following representatives:

Stafford County:

Mr. Anthony J. Romanello, County Administrator
Stafford County Government
1300 Courthouse Road
Stafford, Virginia 22555
ARomanello@co.stafford.va.us

GWRC:

Mr. Timothy G. Ware, Executive Director
George Washington Regional Commission
406 Princess Anne Street
Fredericksburg, Virginia 22401
Ware@gwregion.org

Schooler Properties of Butler Road I, LLC:

Ms. Ann Bowman
One Jadip Lane – Suite 101
Fredericksburg, Virginia 22405
ann@mscogroup.net

9. Force Majeure. Neither Party shall be liable to the other for failure to perform its obligations, if failure is due to fires, floods, strikes, work stoppages, accidents, wars, riots, insurrection, government actions, acts of God, or other acts beyond the control of the Party failing to perform.

10. Termination. In the event either Party fails to meet its obligations under this Agreement, the other Party shall have the right to terminate this Agreement. The Party terminating this Agreement shall give thirty (30) days written notice to the

other Party pursuant to Paragraph 8 of this Agreement. The written notice shall state the cause for termination and indicate the effective termination date. If this Agreement is terminated by either Party after the first weekday of the month, GWRC shall only be responsible for paying Owner for the number of weekdays occurring within the ensuing thirty (30)-day notice period multiplied by the per diem lease cost of fifteen dollars (\$15.00). This Agreement may also be immediately terminated or modified for convenience by mutual consent of the Parties. Such consent shall not be unreasonably withheld.

WITNESS**SCHOOLER PROPERTIES OF
BUTLER ROAD I, LLC**

By: _____

Title: _____

Date: _____

WITNESS**STAFFORD COUNTY GOVERNMENT**

Anthony J. Romanello, County
Administrator

Date: _____

WITNESS**GEORGE WASHINGTON REGIONAL
COMMISSION**

Timothy G. Ware, Executive Director

Date: _____

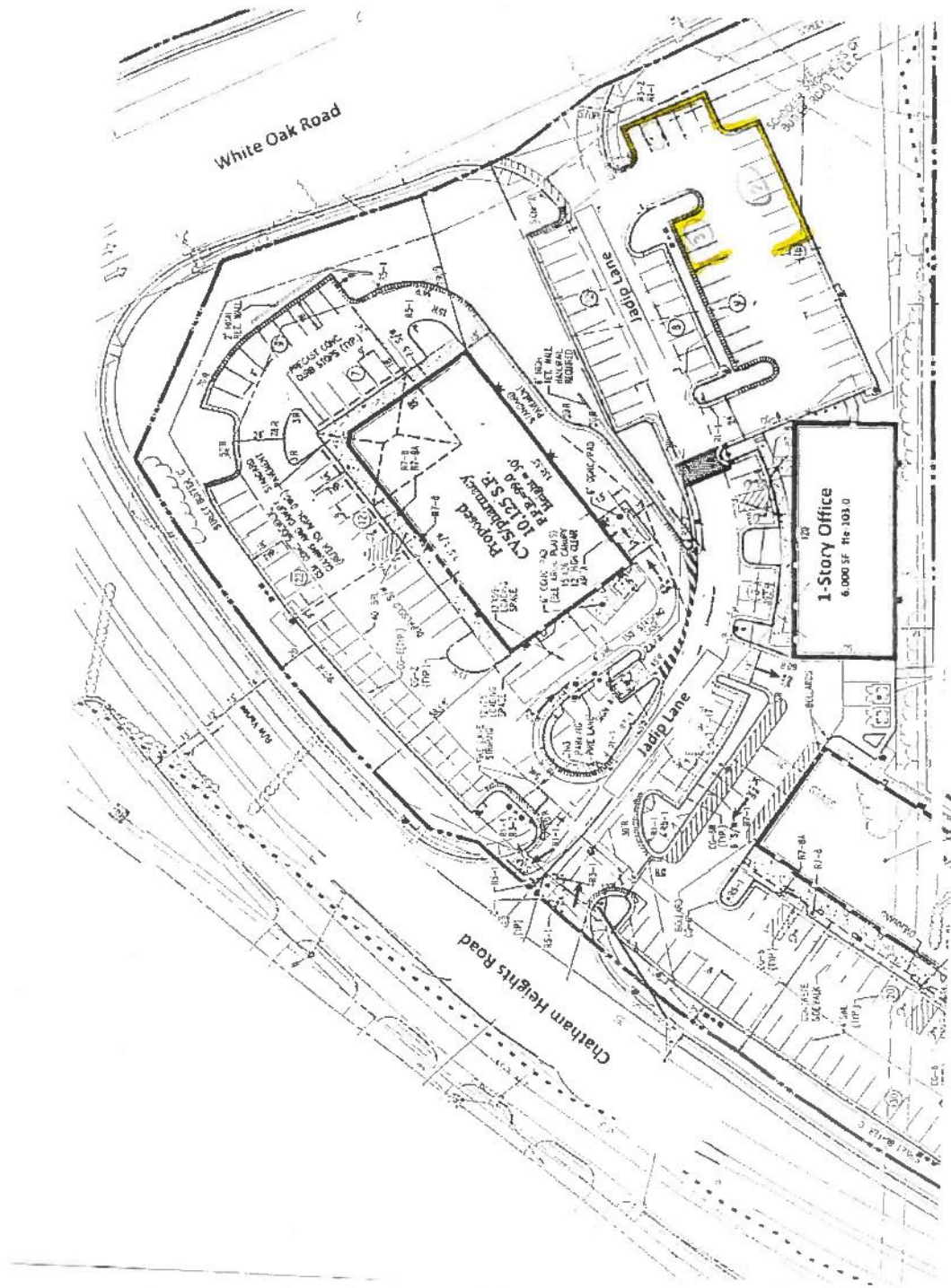
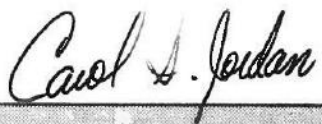


Exhibit A

CERTIFICATE OF INSURANCE					ISSUE DATE	
PRODUCER Vaco Risk Management Programs 308 Market St., SE Suite 1 & 2 Roanoke, VA 24011-			THIS CERTIFICATE OF INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY. IT CONFERS NO RIGHTS UPON THE THIRD PARTY REQUESTING THE CERTIFICATE BEYOND WHAT THE REFERENCED POLICY OF INSURANCE EXPRESSLY PROVIDES. THIS CERTIFICATE OF INSURANCE DOES NOT EXTEND, AMEND, OR ALTER THE COVERAGE, TERMS, EXCLUSIONS, OR CONDITIONS AFFORDED BY THE POLICY REFERENCED IN THIS CERTIFICATE OF INSURANCE.			
COMPANIES AFFORDING COVERAGE						
INSURED Stafford County P.O. Box 339 Stafford, VA 225550339			COMPANY LETTER A Virginia Association of Counties Group Self-Insurance Risk Pool			
			COMPANY LETTER B			
			COMPANY LETTER C			
			COMPANY LETTER D			
			COMPANY LETTER E			
COVERAGES THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	VA-ST-086-14	07/01/2013	07/01/2014	GENERAL	\$ 5,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS-COMP/OP	\$ 5,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV. INJURY	\$ 5,000,000
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT.				EACH OCCURRENCE	\$ 5,000,000
	<input checked="" type="checkbox"/> 100,000 RETENTION				FIRE DAMAGE (Any one fire)	\$ 500,000
					MED. EXPENSE (Any one person)	\$ 5,000
A	AUTOMOBILE LIABILITY	VA-ST-086-14	07/01/2013	07/01/2014	COMBINED SINGLE LIMIT	\$ 5,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE	\$
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	<input type="checkbox"/> GARAGE LIABILITY					
	<input checked="" type="checkbox"/> 100,000 RETENTION					
	EXCESS LIABILITY				EACH OCCURRENCE	\$
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE	\$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM					
A	OTHER	VA-ST-086-14	07/01/2013	07/01/2014	\$100,000 Ded/Blanket per schedule on file	
	Property	VA-ST-086-14	07/01/2013	07/01/2014	\$2,500 Comprehensive \$2,500 Collision	
	Auto Physical Damage	VA-ST-086-14	07/01/2013	07/01/2014	\$1,000,000 Blanket, \$250 Deductible	
	Crime					
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS RE: 15 leased spaces for commuter parking at Caliborne Run. Certificate Holder is added as an additional insured as their interest may appear to the extent permitted by the laws of the Commonwealth of VA and only in respect to claims or actions arising from or in connection with negligent acts of the County, its employees agents or officials.						
CERTIFICATE HOLDER Schooler Properties of Butler Rd I, LLC Attn: Ann Bowman One Jadip Lane Suite 101 Fredericksburg, VA 22405				AUTHORIZED REPRESENTATIVE 		

Fairfax County

Attachment I

PUBLIC COMMUTER PARK-AND-RIDE LOT AGREEMENT

This Agreement, made this _____ day of _____, 2014, by and between (a) WRIT, LP, having an address of 7900 Westpark Drive, McLean, Virginia 22102, and its successors-in-interest ("Owner"); and (b) the BOARD OF SUPERVISORS OF FAIRFAX COUNTY (the "County"), a body politic of Virginia, having an address of 12000 Government Center Parkway, Fairfax, Virginia 22035.

WHEREAS, County continues to support public transportation services, facilities, and commuter park-and-ride lots as effective traffic mitigation facilities; and

WHEREAS, the Owner intends to operate a paid parking garage on the property located at 7900 Westpark Drive, Tysons Corner, Virginia 22102 (the "Parking Garage"); and

WHEREAS, County desires to enter into an agreement with the Owner regarding the provision by the Owner of parking spaces in the Parking Garage to be available for public commuter parking; and

WHEREAS, the Owner has agreed to make approximately one hundred (100) spaces in the Parking Garage available for use by the general public, for public commuter parking, on weekdays (other than holidays) between 5:00am and 8:00pm; and

WHEREAS, the Owner is the owner of the property on which the Parking Garage is operated;

NOW, THEREFORE, for and in consideration of the mutual promises and agreements set forth below, the Owner and the County agree as follows:

1. One hundred (100) parking spaces, on the P1 level of the parking garage, which are shown on the plan attached hereto and incorporated herein as Exhibit I (the "Commuter Spaces"), will be marked and reserved for use by the general public, for commuter parking, including, without limitation, commuters, who will carpool, vanpool, or ride public transportation.
2. The Owner may charge for parking in the parking garage, including, without limitation, the Commuter Spaces. The amount of the charge is solely determined by the Owner. On-site signage will be posted by the Owner, in compliance with applicable County regulations, stating the location and charge for parking in the Parking Lot. If the County installs off-site signage, it will do so in coordination with the Owner. The County will post, on its website, the location and fee for parking in the Parking Garage as established from time to time by the Owner.
3. On-site signage must be displayed clearly indicating the "temporary" nature of the interim commuter parking spaces.

4. All maintenance of the Parking Lot shall be done by the Owner. That includes: lighting, sweeping, trash removal, and snow removal with respect to the Commuter Spaces.
5. The Owner shall monitor and enforce all parking regulations concerning where and when parking shall be permitted, consistent with this Agreement and Owner's general practices regarding parking in the Parking Garage. The Parking Garage shall be patrolled periodically to ensure commuter parkers are not utilizing spaces outside of those designated for commuter use. Parking in the Commuter Spaces is only required to be made available to the general public, as described in paragraph 1, above, between the hours of 5 a.m. and 8 p.m., Monday through Friday (other than holidays). The Owner may use the Commuter Spaces for any other purpose at all other times, such as, by way of example and not of limitation, reserving the Commuter Spaces for use by specified companies or individuals.
6. County shall be permitted to include this location as a Commuter Parking Area in promotional literature about commuter parking lots located in Fairfax County.
7. The parties agree that this Agreement shall be effective on the date that it is executed by all parties hereto, and shall continue for 18 months; provided, however, that either party shall have the right to terminate this Agreement in its entirety or as applied to portions of the Parking Garage or Commuter Spaces upon at least ninety (90) days written notice to the other party.
8. This agreement is dependent on reduced occupancy of the existing office building located on the site. If the occupancy level of the existing office building exceeds or is anticipated to exceed 70%, this agreement shall be terminated, for cause, following the termination procedures outlined in paragraph 7 above.
9. All notices under this Agreement shall be in writing and shall be sent by hand delivery, overnight express delivery or certified U.S. Mail, return receipt request, addressed as follows:

As to County:
Mr. Thomas P. Biesiadny, Director
Department of Transportation
4050 Legato Road, Suite 400
Fairfax, Virginia 22033-2895

As to Owner:
Tabitha Brittain
Director of Property Management, Office Portfolio
Washington Real Estate Investment Trust
on behalf of WRIT, LP
6110 Executive Boulevard Suite 800
Rockville, MD 20852

Attachment I

Such notices shall be effective when delivered (in the case of hand-delivery), the business day after mailing (in the case of overnight express delivery) or three (3) business days after mailing (in the case of certified mail). Either party may change its addresses or addressees for notice by given notice to the other party in accordance with this paragraph.

10. Nothing in this Agreement shall be construed or interpreted as creating a license, easement or other property right in favor of the County or the general public relative to the Parking Garage or other property of the Owner.
11. This Agreement may not be modified except by a written instrument duly executed by the parties hereto.
12. If any provision of this Agreement is deemed invalid or unenforceable to any extent, the remainder of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
13. This Agreement shall be governed and construed in all respects as between the Owner and the County, in accordance with the laws of the Commonwealth of Virginia, without regard to conflict of law principles. This Agreement is also subject to and conditioned upon compliance with all applicable state and local building codes and zoning requirements.
14. Nothing herein shall be construed by the parties as a waiver of the sovereign immunity of the County of Fairfax.
15. Nothing in this Agreement shall be construed as creating any personal liability on the part of any officer, employee, member or agent of the parties to this Agreement.
16. Nothing in this Agreement shall be construed as giving any rights or benefits to anyone other than the parties to this Agreement.
17. In the event of the conveyance of this property, the Owner shall provide a copy of this Agreement to the successor-in-interest.

IN WITNESS WHEREOF the parties hereto have set their hands and seals the day and year first written above.

COUNTY:
BOARD OF SUPERVISORS OF FAIRFAX
COUNTY, a body politic

Name of property owner(s):
WRIT, LP

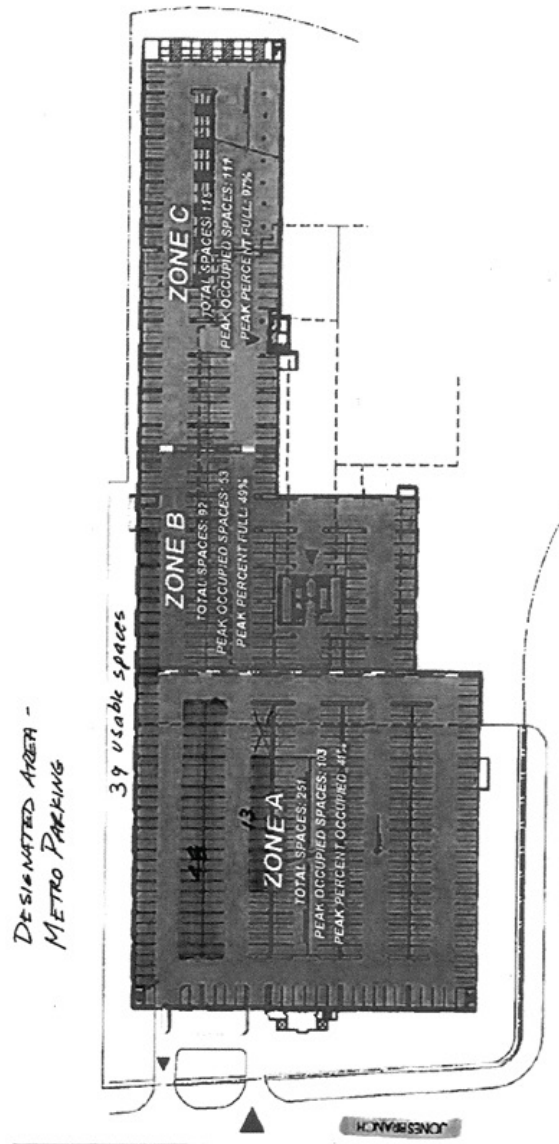
BY: _____
Edward L. Long Jr
County Executive

BY: _____
NAME:
TITLE:

Authorized Agent

Attachment I

Exhibit I (The Commuter Spaces)



Parking Space Owner	Parking Space User	Purpose	Spaces	Cost	Selected Agreement Conditions
Starr Management Corporation in Caroline County, VA	GWRC (George Washington Regional Commission)	Commuter Parking M-F, with overnight parking for vanpools only	25	\$1 per space per weekday	<ul style="list-style-type: none"> One year Parking pass for each vehicle GWRC can install signs with owner's permission Owner continues regular maintenance; GWRC will reimburse owner for damage and repairs as needed Termination clause
Clairborne Run Shopping Center in Fredericksburg, VA	GWRC (George Washington Regional Commission)	Commuter Parking M-F, with overnight parking for vanpools only	15	\$1 per space per weekday (per the lease, cost is in line with commuter parking lease cost elsewhere in Northern Virginia)	<ul style="list-style-type: none"> One year lease Parking pass for each vehicle Stafford County provides general liability insurance for 15 spaces Owner continues regular maintenance; GWRC will reimburse owner for damage and repairs as needed Termination Clause
DC Metro Church (Alexandria, VA)	Tenants of neighboring apartment buildings	Parking for nearby tenants during the hours of 6am-6pm		\$100 per space per month	<ul style="list-style-type: none"> Month-to-month lease Display tags for each vehicle Penalties for late fees and parking in non-designated spaces Discounts for annual contracts Termination Clause Rental cannot be sublet, assigned or transferred
WRIT, LP (Tower and Atrium Buildings Parking Garage Owner in Fairfax County))	Fairfax County	Interim parking lot near Tysons Corner Metrorail Station (M-F, 5am-8pm)	100	No cost to county	<ul style="list-style-type: none"> Property owner, WRIT, will set parking fees, and continue to operate and maintain their private garage for 18-months. If the property is expected to reach 70 percent occupancy, the agreement will be void County signage must be coordinated with owner All maintenance will be done by the owner Owner will monitor/enforce all parking regulations
Cityline (developer in Fairfax County)	Fairfax County	Temporary 24-hour parking spaces near McLean Metro Station	711	No cost to the county	<ul style="list-style-type: none"> Cityline sets the parking rates and keep the money it collects Colonial Parking operates the lot Eventually, Cityline plans to redevelop the site where the lot is currently located.
Mt Olivet United Methodist Church (Arlington, VA)	Virginia Hospital Center	Parking spaces for hospital staff and nursing students at Virginia Hospital Center	100	Unknown	<ul style="list-style-type: none"> Virginia Hospital Center provides a liaison to respond to community concerns related to the use of the lot, and provides liaison contact information to the local civic association and the County zoning administrator. Virginia Hospital Center, which runs a shuttle between parking and the center at designated times, M-F.

C. SHARED PARKING AGREEMENT TEMPLATES

Portland, OR

Shared Parking

Appendix B

Appendix B: Model - Shared Use Agreement for Parking Facilities
Effective: _____

This Shared Use Agreement for Parking Facilities, entered into this ____ day of _____, between _____, hereinafter called lessor and _____, hereinafter called lessee.

In consideration of the covenants herein, lessor agrees to share with lessee certain parking facilities, as is situated in the City of _____, County of _____ and State of _____, hereinafter called the facilities, described as:

[Include legal description of location and spaces to be shared here, and as shown on attachment 1.]

The facilities shall be shared commencing with the ____ day of _____, _____, and ending at 11:59 PM on the ____ day of _____, _____, for [insert negotiated compensation figures, as appropriate]. [The lessee agrees to pay at [insert payment address] to lessor by the ____ day of each month [or other payment arrangements].]

Lessor hereby represents that it holds legal title to the facilities

The parties agree:

1. USE OF FACILITIES

This section should describe the nature of the shared use (exclusive, joint sections, time(s) and day(s) of week of usage.

-SAMPLE CLAUSE-

[Lessee shall have exclusive use of the facilities. The use shall only be between the hours of 5:30 PM Friday through 5:30 AM Monday and between the hours of 5:30 PM and 5:30 AM Monday through Thursday.]

2. MAINTENANCE

This section should describe responsibility for aspects of maintenance of the facilities. This could include cleaning, striping, seal coating, asphalt repair and more.

-SAMPLE CLAUSE-

[Lessor shall provide, as reasonably necessary asphalt repair work. Lessee and Lessor agree to share striping, seal coating and lot sweeping at a 50%/50% split based upon mutually accepted maintenance contracts with outside vendors. Lessor shall maintain lot and landscaping at or above the current condition, at no additional cost to the lessee.]

Stain Encasement

Page 1

3. UTILITIES and TAXES

This section should describe responsibility for utilities and taxes. This could include electrical, water, sewage, and more.

-SAMPLE CLAUSE-

[Lessor shall pay all taxes and utilities associated with the facilities, including maintenance of existing facility lighting as directed by standard safety practices.]

4. SIGNAGE

This section should describe signage allowances and restrictions.

-SAMPLE CLAUSE-

[Lessee may provide signage, meeting with the written approval of lessor, designating usage allowances.]

5. ENFORCEMENT

This section should describe any facility usage enforcement methods.

-SAMPLE CLAUSE-

[Lessee may provide a surveillance officer(s) for parking safety and usage only for the period of its exclusive use. Lessee and lessor reserve the right to tow, at owners expense, vehicles improperly parked or abandoned. All towing shall be with the approval of the lessor.]

6. COOPERATION

This section should describe communication relationship.

-SAMPLE CLAUSE-

[Lessor and lessee agree to cooperate to the best of their abilities to mutually use the facilities without disrupting the other party. The parties agree to meet on occasion to work out any problems that may arise to the shared use.]

7. INSURANCE

This section should describe insurance requirements for the facilities.

-SAMPLE CLAUSE-

[At their own expense, lessor and lessee agree to maintain liability insurance for the facilities as is standard for their own business usage.]

8. INDEMNIFICATION

This section should describe indemnification as applicable and negotiated. This is a very technical section and legal counsel should be consulted for appropriate language to each and every agreement.

*Shared Parking**Appendix B***-NO SAMPLE CLAUSE PROVIDED-****9. TERMINATION**

This section should describe how to or if this agreement can be terminated and post termination responsibilities.

-SAMPLE CLAUSE-

[If lessor transfers ownership, or if part of all of the facilities are condemned, or access to the facilities is changed or limited, lessee may, in its sole discretion terminate this agreement without further liability by giving Lessor not less than 60 days prior written notice.

Upon termination of this agreement, Lessee agrees to remove all signage and repair damage due to excessive use or abuse. Lessor agrees to give lessee the right of first refusal on subsequent renewal of this agreement.]

10. SUPPLEMENTAL COVENANTS

This section should contain any additional covenants, rights, responsibilities and/or agreements.


-NO SAMPLE CLAUSE PROVIDED-

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date Set forth at the outset hereof.

[Signature and notarization as appropriate to a legal document and as appropriate to recording process negotiated between parties.]

*Stein Engineering**Page 2*

San Diego, CA



THE CITY OF SAN DIEGO
 RECORDING REQUESTED BY:
THE CITY OF SAN DIEGO
 AND WHEN RECORDED MAIL TO:

(THIS SPACE IS FOR RECORDER'S USE ONLY)

SHARED PARKING AGREEMENT

This SHARED PARKING AGREEMENT ("Agreement") is entered into and effective _____, 20____, by and between _____ and the City of San Diego.

RECITALS

WHEREAS, pursuant to sections 142.0535 and 142.0545 of the Land Development Code, the City of San Diego specifies criteria which must be met in order to utilize off-site shared parking agreements to satisfy on-site parking requirements.

NOW, THEREFORE, in consideration of the recitals and mutual obligations of the parties as herein expressed, _____ and the City of San Diego agree as follows:

1. _____ the owner of the property located at _____, agrees to provide _____ the owner of the property located at _____ with the right to the use of (____) parking spaces _____ from _____ as shown on Exhibit A to this Agreement on property located at _____.
- 1.1 Applicant: _____ Co-Applicant: _____
 Assessor Parcel No: _____ Assessor Parcel No: _____
 Legal Description: _____ Legal Description: _____
2. The parking spaces referred to in this Agreement have been determined to conform to current City of San Diego standards for parking spaces, and the parties agree to maintain the parking spaces to meet those standards.
3. The Parties understand and agree that if for any reason the off-site parking spaces are no longer available for use by _____, _____ will be in violation of the City of San Diego Land Development Code requirements. If the off-site parking spaces are no longer available, Applicant will be required to reduce or cease operation and use of the property at Applicant's address to an intensity approved by the City in order to bring the property into conformance with the Land Development Code requirements for required change for required parking. Applicant agrees to waive any right to contest enforcement of the City's Land Development Code in this manner should this circumstance arise.

Although the Applicant may have recourse against the Party supplying off-site parking spaces for breach of this Agreement, in no circumstance shall the City be obligated by this agreement to remedy such breach. The Parties acknowledge that the sole recourse for the City if this Agreement is breached is against the Applicant in a manner as specified in this paragraph, and the City may invoke any remedy provided for in the Land Development Code to enforce such violation against the Applicant.

Continued on Page 2

Printed on recycled paper. Visit our web site at www.sandiego.gov/development-services.
 Upon request, this information is available in alternative formats for persons with disabilities.

Reset Button Page 1

DS-267 (03-09)

Page 2 of 2	City of San Diego • Development Services Department • Shared Parking Agreement
<p>4. The provisions and conditions of this Agreement shall run with the land for those properties referenced in paragraph 1 of this document and be enforceable against successors in interest and assigns of the signing parties.</p> <p>5. Title to and the right to use the lots upon which the parking is to be provided will be subservient to the title to the property where the primary use it serves is situated.</p> <p>6. The property or portion thereof on which the parking spaces are located will not be made subject to any other covenant or contract for use which interferes with the parking use, without prior written consent of the City.</p> <p>7. This Agreement is in perpetuity and can only be terminated if replacement parking has been approved by the City's Director of the Development Services Department and written notice of termination of this agreement has been provided to the other party at least sixty (60) days prior to the termination date.</p> <p>8. This Agreement shall be kept on file in the Development Services Department of the City of San Diego in Project Tracking System (PTS) Project Number: _____ and shall be recorded on the titles of those properties referenced in paragraph 1 of this document.</p> <p style="margin-top: 40px;">In Witness whereof, the undersigned have executed this Agreement.</p>	
<p>_____ Applicant</p> <p>Date: _____</p> <p>_____ Party/Parties Supplying Spaces</p> <p>Date: _____</p>	<p>_____ Deputy Director</p> <p>Business and Process Management, Development Services</p> <p>Date: _____</p>
<p style="text-align: center;">NOTE: ALL SIGNATURES MUST INCLUDE NOTARY ACKNOWLEDGMENTS PER CIVIL CODE SEC. 1180 ET. SEQ.</p>	
<div style="border: 1px solid black; padding: 2px 5px; display: inline-block;">Reset Button Page 2</div>	

Cary, NC

Please return to: Administrative Staff, Cary Planning Department, P.O. Box 2008, Cary, NC 27512-8005

STATE OF NORTH CAROLINA
COUNTY OF WAKE

**SAMPLE
Shared Parking Agreement**

This Shared Parking Agreement ('Agreement') entered into this _____ day of _____, 200__ by and between _____, whose address is _____, and Parcel Identification Number (PIN) is _____ ('Lessor') and _____, whose address is _____, and Parcel Identification Number (PIN) is _____ ('Lessee').

1. To relieve traffic congestion in the streets, to minimize any detrimental effects of off-street parking areas on adjacent properties, and to ensure the proper and uniform development of parking areas throughout the Town, the Town of Cary Land Development Ordinance ('LDO') establishes minimum number of off-street parking and loading spaces necessary for the various land uses in the Town of Cary; and
2. Lessee owns property at _____, Cary, N.C. ('Lessee Property') which property does not have the number of off-street parking spaces required under the LDO for the use to which Lessee Property is put; and
3. Lessor owns property at _____, Cary, N.C. ('Lessor Property') which is zoned with the same or more intensive zoning classification than Lessee Property and which is put to a use with different operating hours or different peak business periods than the use on Lessee Property; and
4. Lessee desires to use some of the off-street parking spaces on Lessor Property to satisfy Lessee Property off-street parking requirements, such shared parking being permitted by the Town of Cary LDO, Section 7.8.3; and
5. Town LDO requires that such shared use of parking spaces be done by written agreement.

NOW THEREFORE, in consideration of the premises and the information stated above, the parties agree as follows:

1. SHARED USE OF OFF STREET PARKING FACILITIES

Per Section 7.8.2, Town of Cary Land Development Ordinance (Off-Street Parking Space Requirements), Lessor is required _____ off-street parking spaces and has _____ existing off-street parking spaces, which results in an excess of _____ off-street parking spaces. Lessee is required _____ off-street parking spaces and has _____ existing off-street parking spaces.

Lessor hereby agrees to share with Lessee a maximum of _____ off-street parking spaces associated with Lessor's Property, which is described in more detail on Attachment 1, attached hereto and incorporated herein by reference ("Shared Spaces").

Lessee's interest in such parking spaces is non-exclusive. The Lessee's shared use of parking shall be subject to the following:

[describe the time, days etc of the use and the nature of the shared use, limits on time vehicles may be parked, etc.]

2. TERM

This Agreement shall be effective upon execution by both parties and shall be accepted by the Planning Director and shall not be amended and/or terminated without written consent of both parties and the Cary Planning Director, or his/her designee.

3. SIGNAGE

Directional signage in accordance with Chapter 9, Town of Cary Land Development Ordinance and the written approval of Lessor may be added to direct the public to the shared parking spaces.

4. COOPERATION

The parties agree to cooperate and work together in good faith to effectuate the purpose of this Agreement.

5. SUPPLEMENTAL COVENANTS

No private agreement shall be entered into that overrides this agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date Set forth at the outset hereof.

_____	_____
(Lessor)	(Date)
_____	_____
(Lessee)	(Date)
_____	_____
(Planning Director)	(Date)

_____ COUNTY, NORTH CAROLINA

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20_____

(Official Seal)

Signature of Notary Public

My Commission Expires

_____ COUNTY, NORTH CAROLINA

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20_____

(Official Seal)

Signature of Notary Public

My Commission Expires

D. SHARED PARKING IN MUNICIPAL CODE – EXAMPLES

Arlington County

§7.8 MU-VS, MIXED USE VIRGINIA SQUARE DISTRICT
§7.8.5 SITE DEVELOPMENT STANDARDS

ARTICLE 7. COMMERCIAL/ MIXED USE (C) DISTRICTS

3. Urban design guidelines

Unless otherwise approved by the County Board, development subject to site plan approval pursuant to §15.5 shall meet the urban design guidelines stated in the Virginia Square Sector Plan and any other plans the County Board has adopted for this area, including but not limited to, the guidelines for:

- (a) Relationship of buildings to streets
- (b) Building size and site area
- (c) Open space
- (d) Landscaping
- (e) Streetscape
- (f) Retail frontage
- (g) Roofs and mechanical penthouses
- (h) Internal block pedestrian/vehicular access

4. Parking

Unless modified by the County Board, parking requirements shall be as specified and regulated in §14.3, and as below:

- (a) The equivalent of one off-street parking space shall be provided for each dwelling unit, subject to the provisions as specified in §7.8.5.A.4(d)(2), below.
- (b) Office and retail parking may be approved at a rate of one off-street parking space for each 580 sq. ft. of office and retail gross floor area. No parking shall be required for retail and service-commercial uses for the first 5,000 sq. ft. of gross floor area per main building except as described below in §7.8.5.A.4(d)(2). In determining the parking requirement for a particular proposal, the County Board may consider the adequacy of both a Shared Parking Management Plan (SPMP) and a Transportation Demand Management Plan (TDMP) proposed for the project.
- (c) Hotel: 0.7 off-street parking space for each guest room.
- (d) To ensure shared parking spaces for use by visitors, clients and retail patrons in the Virginia Square Metro station Area, a SPMP shall be submitted as part of the site plan application. The SPMP shall be developed pursuant to the following guidelines:
 - (1) The allocation for short-term, high-turnover spaces for use by visitors to retail establishments, residential and office buildings shall be based on the guidelines below and may be provided out of the total overall building parking requirement, if appropriate provisions are made in the SPMP for such shared use, on terms acceptable to the County Board at the time of site plan approval.
 - (2) In commercial and mixed-use buildings (i.e., buildings with at least 50 percent non-residential uses by gross floor area (GFA)), or in residential buildings (i.e. buildings with 50 percent or more GFA devoted to residential uses) parking on the first level of a parking garage shall be provided as short-

ARTICLE 14. SITE DEVELOPMENT STANDARDS

§14.3 PARKING AND LOADING

§14.3.7 REQUIRED PARKING AND STANDING SPACE

Use Types		Minimum Parking Requirement (spaces)	Additional Requirements
Warehouse and freight movement, wholesale trade and manufacturing and production uses			
Uses consisting of manufacture, processing, assembly, storage, warehousing, wholesale	Excluding wholesale associated with retail uses, and distribution of products.	1 per 1,000 sq. ft. of floor area, or 1 one space for each 2 employees, whichever is the greater	—
Uses where at least 90 percent of the total floor area is available to the general public for the storage of items none of which is used for its intended purpose during the period that it is on the premises and is not associated with any office, retail, industrial or other business activity conducted on the premises		1 per each 3,000 sq. ft. of gross floor area excluding residential floor area	Plus 1 for the resident manager; Plus 1 per each 2 employees

- B. For uses not listed heretofore in this schedule of parking requirements, by the interpretation of the zoning administrator, spaces shall be provided on the same basis as required for the most similar listed use.
- C. The County Board may, through Use Permit approval pursuant to §15.4, modify the regulations set forth in §14.3.7, as follows:
- Modify the number of parking spaces set forth in §14.3.7 and/or permit off-site parking to be used for elementary, middle and high schools and for uses associated with noncommercial recreation and community center buildings and grounds, where the County Board finds that:
 - Such modifications will preserve or create recreational facilities such as playing fields, open space, playgrounds, and the like, that will reduce impervious surfaces, minimize grading and preserve existing trees, and
 - A transportation demand management plan submitted by the applicant demonstrates that the potential adverse impacts of parking demand and any potential disruption of parking patterns within affected neighborhoods that could result from the modification will be mitigated by utilizing available on-street parking abutting the site, and through the implementation of measures such as, but not limited to:
 - Utilizing, by written agreement with another party in terms acceptable to the County, off-street parking spaces at a site owned or controlled by that same party; and/or
 - Utilizing a managed or shared parking program at times when parking demand is highest; and/or
 - Implementing Transportation Demand Management (TDM) strategies for the use, and/or demonstrating that transit or other transportation options exist that may offset parking demand.
 - Modify regulations to permit off-site parking to be used to meet the required minimum number of parking spaces as set forth in §14.3.7, for day care uses as provided in §12.2.4.C, where the off-site parking spaces at a site located near the day care use, owned or controlled by another party, are committed through written agreement with

Fairfax County**PART 5 6-500 PTC PLANNED TYSONS CORNER URBAN DISTRICT****6-501 Purpose and Intent**

The PTC District is established for the Tysons Corner Urban Center as defined in the adopted comprehensive plan to implement the mix of uses, densities and intensities under the redevelopment option set forth in the adopted comprehensive plan. The PTC District regulations are designed to provide the necessary flexibility to transform the designated Tysons Corner Urban Center area from a suburban office park and activity center into an urban, mixed-use, transit, bicycle and pedestrian oriented community to promote high standards in urban design, layout and construction and to otherwise implement the stated purpose and intent of this Ordinance. To create mixed-use downtowns near mass transit, higher development intensities are to occur within approximately one half (½) mile of the four Metrorail Station entrances, identified as Transit Oriented Development (TOD) Districts in the adopted comprehensive plan. The remaining areas, the Non-Transit Oriented Development (Non-TOD) Districts, are to be developed into lively urban neighborhoods that include an appropriate mix of uses, densities and intensities that are compatible to adjacent communities. In both TOD and Non-TOD Districts, development should be designed in an integrated manner that will enhance the urban character. Smaller, freestanding structures are generally discouraged and shall only be considered when such use is designed in an urban form that creates or enhances an appropriate street edge and implements the stated purpose and intent of the district.

To be granted this zoning district, the applicant shall demonstrate the development furthers the vision of the Tysons Corner Urban Center, as identified in the adopted comprehensive plan, by meeting, at a minimum, the following objectives.

1. Contribute to a tiered intensity of development having the highest intensities located closest to the transit stations and provide the mix of residential, office and commercial uses necessary to achieve a vibrant, urban environment.
2. Contribute to the network of open space and urban parks, to include stream valley parks, pocket parks, common greens, civic plazas and athletic fields for the workers and residents of Tysons.
3. Promote environmental stewardship by implementing green building design; efficient, renewable and sustainable energy practices; incorporating low impact development strategies, such as innovative stormwater management and green roofs; and achieving the tree canopy goals for Tysons.
4. Further the implementation of the urban grid of streets and the described street hierarchy for Tysons.
5. Reduce the amount of single occupant vehicle trips by limiting the amount of provided parking, encouraging shared parking arrangements among uses, permitting the inclusion of managed tandem

parking spaces, and implementing various Transportation Demand Management strategies, such as transit subsidies, carpool and vanpool services, employee shuttles, car-sharing programs and bicycle accommodations.

6. Contribute to the necessary public facilities to support the projected job and population growth, including schools, fire and police services, a library, public utilities, and an arts center.
7. Contribute to the specified streetscape and apply the urban design guidelines specified for build-to lines, building articulation, fenestration, ground floor transparency and parking design to create an integrated urban, pedestrian-friendly environment.
8. Contribute to implementing the workforce and affordable housing policies for Tysons to provide housing to various income levels.

To these ends, a development proposal within the Tysons Corner Urban Center that utilizes the redevelopment option as set forth in the adopted comprehensive plan shall only be considered by the Board in conjunction with a rezoning application to this district. Such rezoning to and development under this district will be permitted only in accordance with development plans prepared and approved in accordance with this Part and the provisions of Article 16.

City of Fairfax, Virginia

Sec. 110-152. - General provisions.

- (a) All required off-street motor vehicle movement, loading and parking areas referred to in this division as "parking areas" shall be maintained for such use for as long as the principal use for which such spaces have been established shall remain.
- (b) The requirements set forth in this division shall apply to all parking areas provided, regardless of whether such area is required parking or additional parking above the minimum required, but shall not include storage lots appurtenant to motor vehicle sales, rental and leasing establishments.
- (c) Off-street parking shall be provided on the same parcel of land with the principal use, except as modified in section 110-154. However, where all of the required parking cannot be physically located on the same parcel as the principal use, or if the public safety or convenience would be better served by the placement of the parking area on another parcel, then the zoning administrator may approve an off-site location for as much as 15 percent of the required parking for a use proposed to be established in an existing building; provided that:
 - (1) Any such off-site parking shall be used exclusively as employee parking for the appurtenant use;
 - (2) Such parking area shall be located on property upon which the right to such use is established by ownership, easement, or similar recorded covenant or agreement, the form and content of which shall be approved by the city attorney to ensure the availability of such spaces for so long as the use shall exist. The property owner or his designated agent shall give written notice to the zoning administrator within two working days of any permanent or temporary cessation of such right;
 - (3) Such parking area shall be located on property possessing the same or greater intensity zoning district designation as the principal use;

- (4) Such parking area shall be located no farther than 500 feet from the principal building entrance and shall be accessible by a public sidewalk or other improved pedestrian accessway. The right of the use of such accessway, if not a public sidewalk, shall be established as set forth in subsection (c)(2) of this section;
- (5) Such parking area shall be conveniently accessible without causing unreasonable hazard to pedestrian and vehicular traffic, traffic congestion or interference with safe and convenient access to other parking;
- (6) Signage shall be provided at such parking location identifying the facility which it serves. No parking space thus provided shall be counted toward the required parking for any other business or use; and
- (7) The person seeking such reduction shall submit to the zoning administrator an approved site plan of the subject property together with such additional information deemed necessary by the zoning administrator and shall pay a fee in accordance with section 110-3. In addition, the person shall provide notice, by certified mail, to the owners of each property abutting or across the street from the subject property informing them that a request for off-site parking has been submitted and will be considered by the zoning administrator for approval not less than ten working days after the mailing of such notice and shall provide the certified mail receipts to the zoning administrator. If the property abutting or across the street from the subject property is of condominium ownership, then notification sent to the condominium association shall be sufficient to satisfy this provision.

An action of the zoning administrator to approve or deny a request for off-site parking pursuant to this subsection may be appealed to the board of zoning appeals pursuant to the procedural and substantive requirements of section 110-1102.

- (d) Except for parking areas required for single-family detached and semidetached dwellings, sufficient access and maneuvering space shall be provided to permit the parking and removal of the required number of vehicles without moving other parked vehicles.
- (e) Parking areas shall be used for the parking, display and maneuvering of motor vehicles. Parking areas shall not be used for repair of vehicles except for emergency repairs.
- (f) No off-street loading area shall be used to satisfy the space required for any off-street parking facilities.
- (g) The council or board of zoning appeals may impose parking and loading requirements in excess of those established in this division as a condition to the grant of a special use permit, special exception, or variance under this chapter.
- (h) Nonconforming uses, structures and sites:
 - (1) Any land use, structure or site which does not comply with all applicable requirements of this division shall become nonconforming upon the effective date of this division.
 - (2) No individual use which is nonconforming with respect to this division shall be changed in any manner which would increase off-street parking requirements unless and until the requirements of this division are satisfied with respect to the number of parking spaces required for the proposed increase in use. If the number of spaces, required for the proposed use exceeds the number of spaces required for the existing use under the provisions of this division by more than 30 percent then the entire site shall comply with all applicable provisions of this division.
 - (3) No structure or site which is nonconforming with respect to this division shall be altered in any manner which would enable the structure or site to accommodate any increase in business capacity unless and until the requirements of this division are satisfied with respect to such alteration and increase in capacity. However, if the aggregate increase in the gross floor area of the structure should exceed 30 percent of the existing gross floor area, or if the business

capacity should otherwise be increased by more than 30 percent, then the entire site shall comply with all applicable provisions of this division.

(Code 1978, § 26-39.1; Ord. No. 2008-22, 11-25-2008)